J3500 Tablet PC
User's Guide

© 2010 Motion Computing, Inc. All rights reserved.

This document contains information protected by copyright. No part of this document may be reproduced in any form without written consent from Motion.

The information in this document is provided “as is” and is subject to change without notice. Motion is not liable for errors or omissions in this document.

Motion, Motion Computing, Speak Anywhere, View Anywhere, and QuickNav are trademarks or registered trademarks of Motion Computing, Inc. in the U.S.A. and other countries.

Acrobat is a registered trademark of Adobe Systems Incorporated.

AuthenTec is a registered trademark of AuthenTec, Inc.

Bluetooth is a registered trademark owned by the Bluetooth SIG, Inc., U.S.A. and licensed to Motion Computing, Inc.

Intel, Intel Core, vPro, and Centrino are trademarks or registered trademarks of Intel Corporation or its subsidiaries in the United States and other countries.

Knowles and IntelliSonic are trademarks or registered trademarks of Knowles Acoustics, Inc.

OmniPass is a trademark of Softex, Inc.

Realtek is a trademark of Realtek Semiconductor Corporation.

Microsoft, Windows, and Windows Journal are trademarks or registered trademarks of Microsoft Corporation in the United States and/or other countries.

Qualcomm, Gobi, and Gobi2000 are trademarks or registered trademarks of Qualcomm Incorporated.

SigmaTel is a registered trademark and Universal Jacks is a trademark of SigmaTel Corporation.

Wi-Fi is a registered trademark of the Wi-Fi Alliance.

Insyde and InsydeH$_2$0 are trademarks of Insyde Software Corporation.

End users may not loan, rent, lease, lend, or otherwise transfer the CDs or DVDs provided for recovery purposes to another user, except as permitted in the End User License Agreement for such product.

Motion Computing, Inc. has made every effort to identify trademarked properties and owners on this page. All brands and product names used in this document are for identification purposes only and may be trademarks or registered trademarks of their respective companies.

The warranties for Motion products are set forth in the express limited warranty statements accompanying such products. Nothing in this document constitutes an additional warranty.

The Motion Computing products and services may be covered by one or more patent-protected inventions. Additional patents may also be pending. For more information, see www.motioncomputing.com/info/patents.asp.

The end user may access only one operating system language version.

L'utilisateur final ne peut accéder qu'à une seule version linguistique du système d'exploitation.

Der Endbenutzer darf nur auf eine Sprachversion des Betriebssystems zugreifen.

De eindgebruiker heeft slechts toegang tot één taalversie van het besturingssysteem.

L'utente finale può accedere a una sola lingua del sistema operativo.

El usuario final sólo podrá acceder a una versión de idioma del sistema operativo.

Loppukäyttäjä voi käyttää vain yhtä käyttöjärjestelmän kieliversiota.

Användaren har endast tillgång till en språkversion av operativsystemet.

Slutbrugeren har kun adgang til ét af operativsystemets sprogversioner.

Sluttbruker kan aksessere kun én av operativsystemets språkversjoner.

O utilizador final pode alcançar somente uma versão de língua do sistema de exploração.

O usuário final pode acessar apenas uma versão de idioma do sistema operacional.

Model T008
PN 024-02-0244
Revision A00

Contents

Chapter 1 Getting Started 1

Finding information 1
Overview 2
Setting up the J3500 6

Chapter 2 Features 9

Pen and touch 10
Front panel buttons 11
Battery status light 12
Motion QuickNav 12
Camera (optional) 12
Security 13
Windows Security button 13
Fingerprint reader 13
Display 14
View Anywhere display (optional) 14
Microphones 14
Speakers 14
Ambient light sensor (ALS) 15
USB 2.0 ports 15
Headphones port 15
Microphone port 15
Security slot 16
VGA port 16
Ethernet port 16
Docking connector 16
Smart card reader slot (optional) 16
Express card slot (optional) 17
SIM card slot 17
Wi-Fi (802.11a/g/n wireless) 17
Mobile broadband with GPS (optional) 18
    Mobile broadband 18
    GPS receiver 18
Bluetooth wireless (optional) 19
Power adapter 19
Battery 19
J-Series FlexDock (optional) 20
J-Series Mobile Keyboard (optional) 21

Chapter 3 Using your Tablet PC 23
Using Motion Dashboard 24
Using the Motion utility 25
Using the pen 25
Using Tablet PC Input Panel 26
Configuring pen options 27
Using personalized handwriting recognition 27
Using touch (optional) 27
Enabling and disabling touch 28
Configuring touch mode 28
Configuring front panel buttons 29
Using Motion QuickNav 30
Using USB 31
Using Ethernet 31
Using the camera (optional) 32
Using the smart card reader (optional) 33
Using the Express card reader (optional) 34
Using the display 34
Adjusting the display brightness 34
Rotating the display 35
Setting up an external display 35
Using the built-in microphones 36
Connecting headphones, external speakers, or a microphone 37
Using speech recognition 37
Setting up speech recognition 37
Using Dictation and Voice Commands 38
Using power plans 39
Selecting a power plan 39
Changing power plan settings 40
Creating a power plan 40
Using Sleep 40
Using Hibernate 41
Using the battery 41
Checking battery power 41
Charging the battery 43
Battery and power management tips 43
Removing and replacing the battery 44
Hot-swapping the battery 45
Battery maintenance 45
Long-term battery storage 45
Disposing of used batteries 45
Inserting or removing a SIM card 46
Using Motion OmniPass and the fingerprint reader 47
Capturing a fingerprint 47
Using password replacement 49
Using the password wizard 50
Logging on to a remembered site 50
Configuring authentication rules 50
Using Windows Security Center 51

Setting up users and passwords 52
Setting up Windows user accounts 52
Setting a BIOS password 52
Setting up a hard disk drive (HDD) password 53
Using Wi-Fi (802.11a/g/n) 53
Enabling or disabling Wi-Fi 53
Setting up a Wi-Fi connection 54
Using mobile broadband with GPS (optional) 54
Enabling mobile broadband with GPS 54
Using the GPS receiver 55
Using Connection Manager 55
Using Bluetooth (optional) 55
Enabling or disabling Bluetooth 56
Setting up a Bluetooth device 56
If the device is not discovered 56
Finding additional software 57

Chapter 4 Care and Maintenance 59
General care 59
Standard display 60
View Anywhere display (optional) 60
Cleaning solutions 60
Cleaning the fingerprint reader 61
Pen 61
Replacing pen tips 61
Ordering new pens 62
Traveling with your Tablet PC 62
Traveling by air 62
FAA Wireless air travel requirement 62
Creating a backup archive 63
Restoring data 64
Using Windows Recovery Environment 64
Using Windows 7 to restore individual files 65

Appendix A Troubleshooting and Support 67
Troubleshooting 67
Frequently asked questions 72
Specifications 73
Warranty and insurance programs 73
Service and support 73

Index 75

Getting Started 1

The Motion Computing® J3500 is a full-featured Tablet PC, combining performance, long battery life, and a lightweight, sleek design. The J3500 offers the latest innovations in mobile computing: a user-focused design, unmatched mobility, and state-of-the-art security.

If you are new to Tablet PCs, use the information in this section to get started quickly. If you are already familiar with tablet computers, you can skip to the next chapter to learn about the features of the J3500. If there are certain things you want to learn about your new Tablet PC, look on the Contents page.

Finding information

If you are viewing this PDF document on your screen, you can use the following methods to find information:

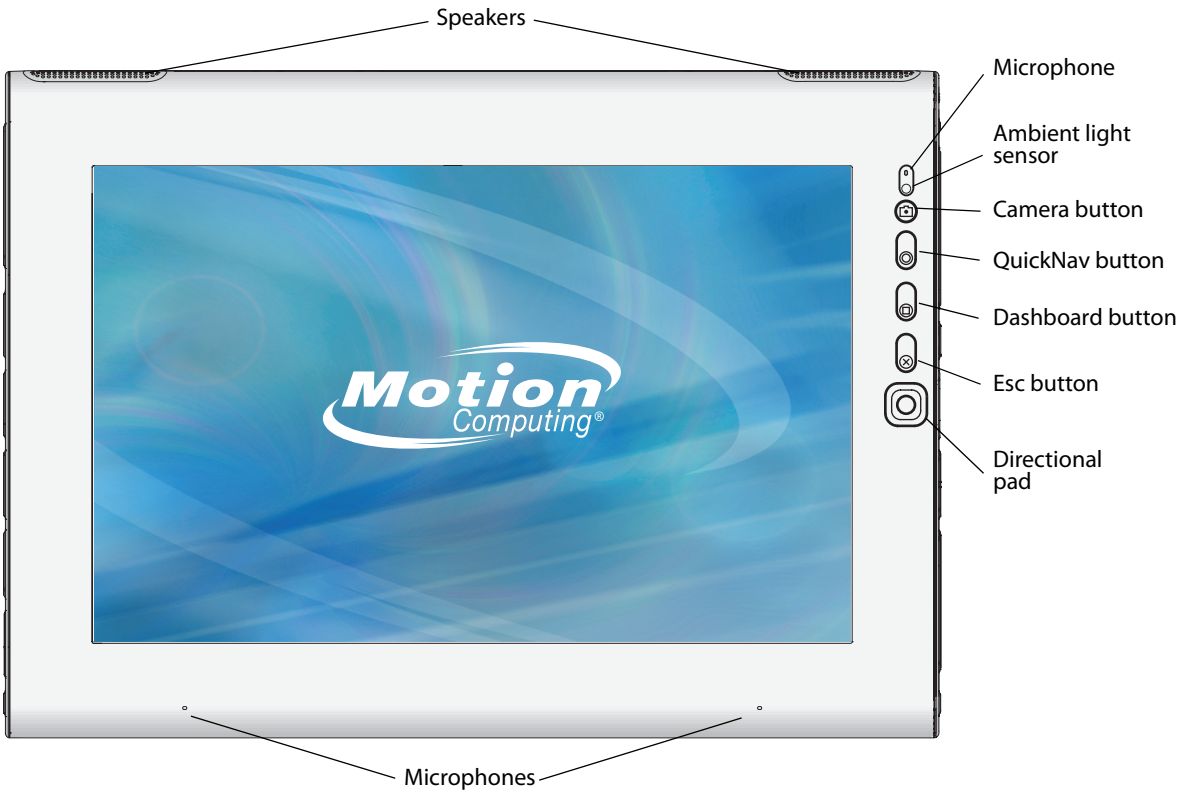
- In the Bookmark pane, click or tap a topic to view it. If the Bookmark pane is not visible, select **View** > **Navigation Tabs** > **Bookmarks**.
- On the Contents page, click or tap a topic to view it.
- To search the document, select **Edit** > **Find**.

Because you typically use a pen instead of a mouse with a Tablet PC, we use the term *tap* instead of *click* in most situations.

Overview

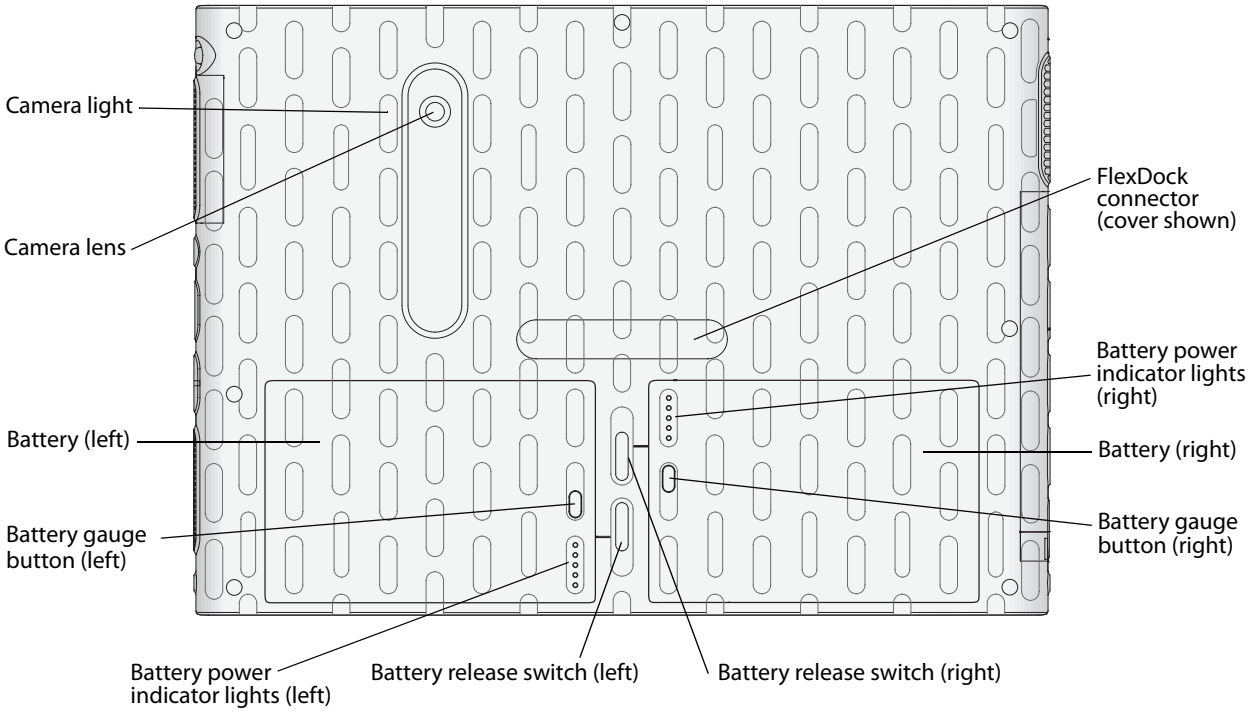
The following illustrations show the buttons, slots, and ports on the Motion J3500 Tablet PC.

Front



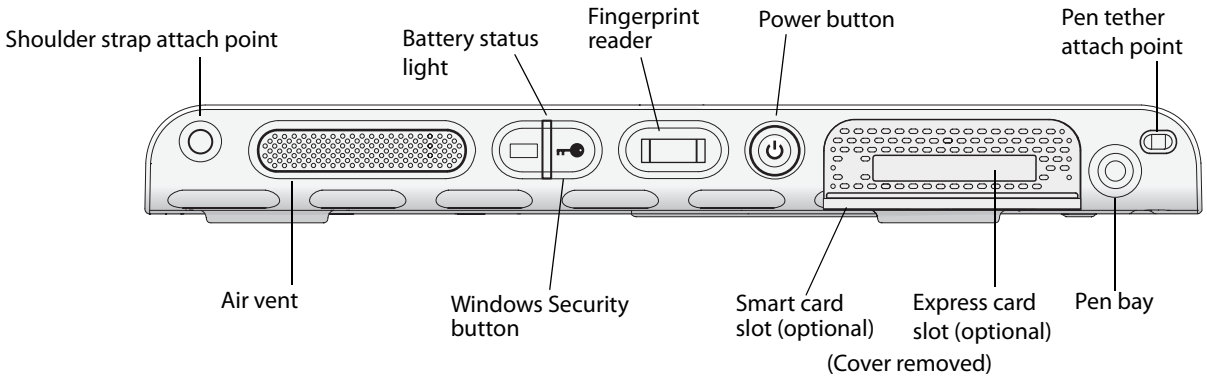
	Speakers	Listen to music or other audio.
	Microphones	Record sounds and use for speech recognition.
	Ambient light sensor	Measures background light and can automatically adjust the display brightness.
	Camera button	Trigger the integrated camera.
	QuickNav™ button	Open Motion QuickNav
	Dashboard button	Open Motion Dashboard.
	Esc button	Turn off the display.
	Directional pad	Use for basic navigation. Equivalent to the arrow keys on a keyboard. The center button is equivalent to Enter.

Back



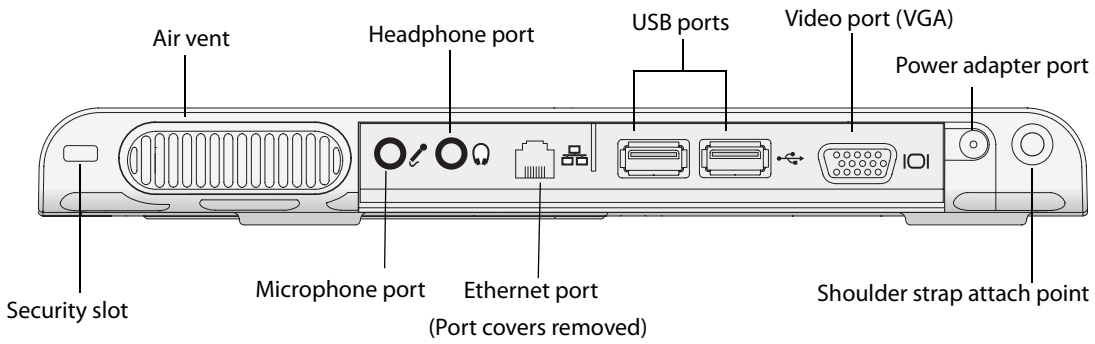
	FlexDock connector (cover shown)	Connects to the FlexDock when docked. Remove the cover before attaching the J3500 to the dock.
	Battery power indicator lights	Show the amount of remaining battery power.
	Battery	Powers the Tablet PC when it is not plugged in or docked.
	Battery gauge button	Press the button to show remaining power on the indicator lights.
	Battery release switch	Slide to release and remove the battery.
	Camera lens	Capture images to the hard disk drive.
	Camera light	Provides light for the integrated camera.

Right



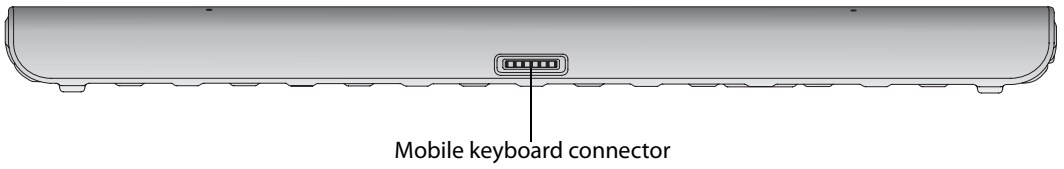
	Shoulder strap attach point	Attach point for the shoulder strap.
	Air vent	Dissipates heat from the Tablet PC.
	Battery status light	Indicates amount of remaining battery power.
	Windows Security button	Use to log on to or lock the Tablet PC. Equivalent to Ctrl+Alt+Del on a keyboard.
	Fingerprint reader	Scan your fingerprints for added security. You can also use the fingerprint reader as a navigation device.
	Power button	Turns the Tablet PC on and off.
	Card slots cover	Covers the smart card and Express card slots.
	Smart card slot	Attach a smart card.
	Express card slot	Attach an Express card.
	Pen and pen bay	Store the pen when not in use.
	Pen tether attach point	Attach point for the pen tether.

Left



	Security slot	Connect a security cable to protect the Tablet PC from theft.
	Air vent	Dissipates heat from the Tablet PC.
	Audio in/ Microphone port	Connect a microphone or other audio source using a 3.5 mm jack.
	Audio out/ Headphone port	Connect headphones, speakers, or audio equipment using a 3.5 mm jack.
	Ethernet port	Connect to a 10/100/1000 Ethernet network.
	Port covers	Covers the two sets of ports.
	USB 2.0 ports	Connect USB devices such as a mouse, digital camera, printer, or external storage device.
	Video (VGA) port	Connect an external monitor using the standard DB-15 VGA connector.
	Power adapter port	Connect the power adapter.
	Shoulder strap attach point	Attach point for the shoulder strap.

Bottom



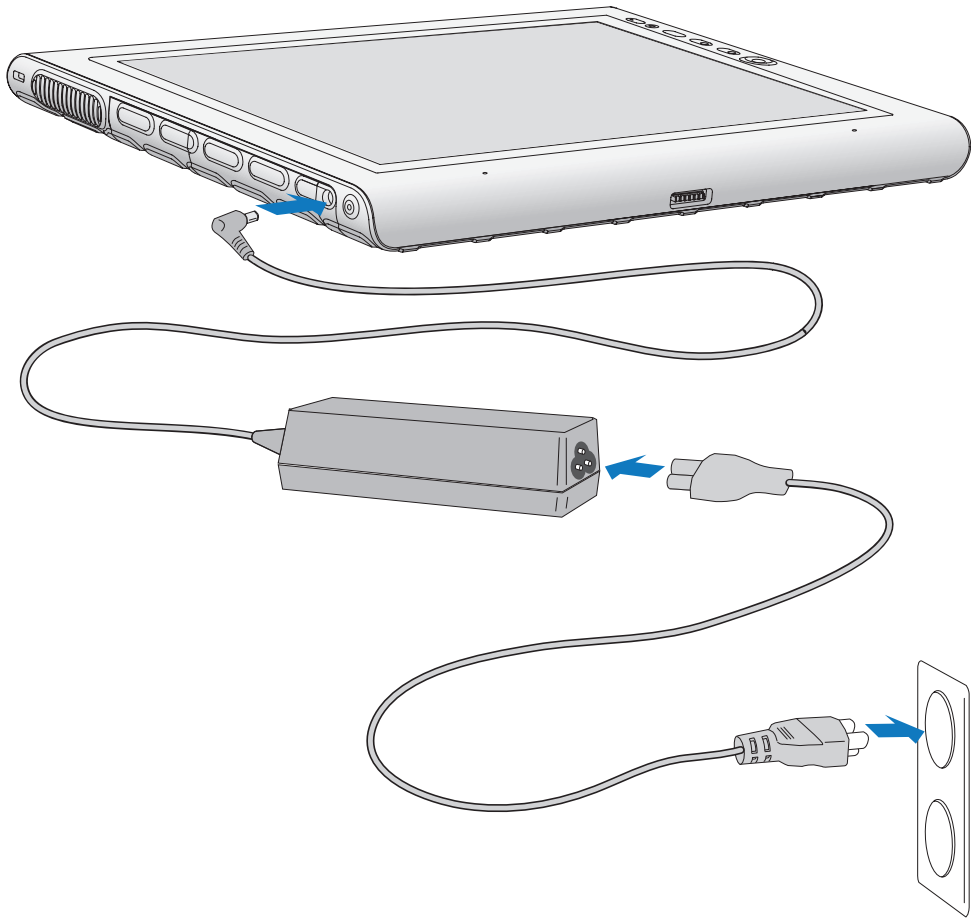
	Mobile keyboard connector	Interface for the Mobile keyboard.

Setting up the J3500

The J3500 is self-contained, so you can start using it immediately. You should connect AC power until the battery is fully charged. Use the following steps to get started:

Step 1: Plug in the power adapter

- Plug the power cord into the power adapter and the Tablet PC, then plug the power cord into an outlet.



Step 2: Connect the cables

- If you want to connect your Tablet PC to a network, insert an Ethernet cable into the Ethernet port.

To connect to a wireless network, see “Using Wi-Fi (802.11a/g/n)” on page 53. To connect using docking stations and other accessories, refer to the documentation for that product.

Step 3: Turn on the Tablet PC

- Press the power button.

Step 4: Calibrate the digitizer

With a Tablet PC, you frequently use a pen or touch instead of a mouse and keyboard for input. Use the pen or your finger to move around the screen, and tap the screen to click. Use Tablet PC Input Panel and handwriting recognition to enter text.

The digitizer detects the position of the pen or your finger on the display. You should calibrate the digitizer the first time you start the Tablet PC. You calibrate the digitizer separately for pen and touch.

You should calibrate the digitizer again whenever the pointer does not align with the pen tip or finger. For information on using a pointer with touch, see "Using touch (optional)" on page 27.

Note: Touch is an optional feature for the Tablet PC.

To calibrate the digitizer

1. Press the Dashboard button ( ) to start Motion Dashboard.

   You can use Motion Dashboard to configure your Tablet PC and to start commonly used tablet applications. See "Using Motion Dashboard" on page 24.

2. Under **Pen & Tablet**, tap **Calibrate Digitizer**.
3. Tap the pen or your finger on the display, depending on whether you are calibrating for pen or touch.
4. Follow the instructions in the calibration program.

Note: If you are left-handed, see "How do I adjust the Tablet PC for left-handed use?" on page 73.

Step 5: Get familiar with your Tablet PC

Motion Computing offers free Web-based Quick Start Training that you can use to familiarize yourself with the features of your Tablet PC. If you are new to tablet computing, you can use the training to get started quickly. You can find the training at http://training.motioncomputing.com/products/training_online_resources.asp.

You can use the personalize handwriting recognition tool to familiarize the Tablet PC with your handwriting.

To access the tool, select **Start > All Programs > Accessories > Tablet PC > Personalize Handwriting**.

Features 2

The Motion Computing J3500 Tablet PC has the power and features of a notebook computer, while giving you the added mobility and versatility of a tablet computer.

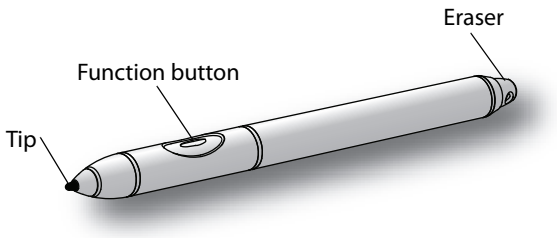
Use the information in this chapter to get more familiar with the hardware features of your J3500 Tablet PC, such as buttons, slots, connectors, and wireless adapters.

The J3500 Tablet PC includes the following integrated features:

- Intel® Core™ vPro™ Processor (i7-640UM or i5-520UM)
- Intel® Centrino® Ultimate-N 6300 Wireless Solution
- Optional Bluetooth® 2.1 EDR
- Mobile broadband and global positioning system (GPS) receiver (optional)
- DDR3 RAM
- 12.1" diagonal TFT LCD WXGA
- 3.0 megapixel camera (optional)
- Fingerprint reader
- Gigabit Ethernet
- Hard Disk Drive (HDD) or optional Solid State Drive (SSD)
- Motion QuickNav

Pen and touch

An important difference between traditional PCs and Tablet PCs is that you frequently use the pen or touch screen to interact with the computer instead of a mouse and keyboard. The pen includes a pressure-sensitive tip, a function button and an eraser. The pen contains no batteries and requires no external power.

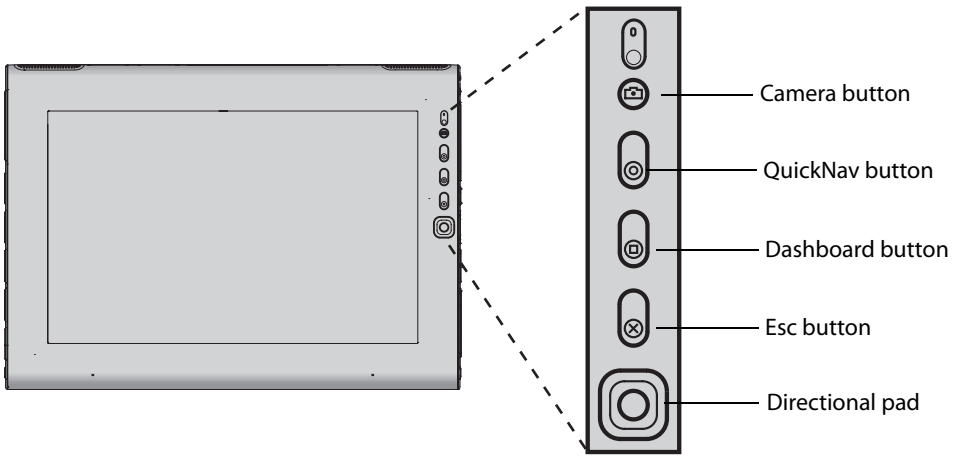


For information about using the pen, see “Using the pen” on page 25.

Touch is an optional feature for the Tablet PC. For information about using touch, see “Using touch (optional)” on page 27

Front panel buttons

You can use the buttons on the front of the Tablet PC to perform many functions without having to use the pen. The buttons are customizable, so you can modify their functions to suit the way you work. See “Configuring front panel buttons” on page 29.

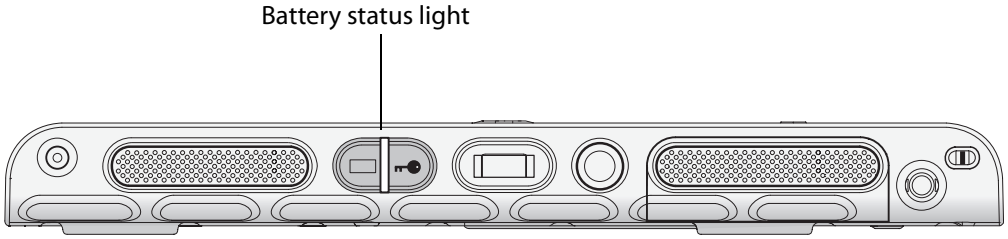


Button	Primary (press)	Secondary (press and hold)
Camera shutter	Use to trigger an exposure in the built-in camera.	Opens Windows Photo Gallery.
QuickNav	Starts Motion QuickNav.	Opens Motion QuickNav Voice Recorder.
Dashboard	Starts Motion Dashboard.	Opens Windows Journal™.
Esc	Turns off the display.	Cancels the current task. Equivalent to the Esc key.
Directional pad	Use to move the pointer or navigate through documents. Equivalent to arrow keys on a keyboard. The center button is equivalent to Enter.	

The directional pad orientation rotates to match the display orientation. To move the pointer in a certain direction, press that direction on the pad regardless of orientation. For example, the “up” direction in landscape orientation becomes the “left” direction in portrait orientation.

Battery status light

You can use the indicator light on the right side of the Tablet PC to monitor the status of the battery. The following illustration and table show the battery status light and the various power state descriptions.



Status	Description
Steady green	The battery is fully charged and the Tablet PC is running on AC power
Steady amber	One or more batteries charging
Off	Not charging. The Tablet PC is running on battery power.
Flashing amber (slow)	Less than 10% charge remaining
Flashing amber (fast)	There is an error. Call Motion Customer Support.

Motion QuickNav

Motion QuickNav provides a Windows 7 interface for entering text, taking pictures with Geo Tag, doing voice recordings, and other features. You can create shortcut keys to launch applications you use most often. QuickNav provides three different keyboard or input styles for easier data input in the environment you are working.

For more information, see “Using Motion QuickNav” on page 30.

Camera (optional)

Your Tablet PC may have an integrated 3-megapixel auto-focus camera. You can use the camera to take pictures and save them to the hard disk drive. The camera lens is on the back of the unit, and includes a light to illuminate the subject. The camera produces pictures in JPG format with a resolution up to 2048 x 1536 pixels.

For information about using the camera, see “Using the camera (optional)” on page 32.

Security

The J3500 provides a safe computing environment that enables strong security protection and serves as the foundation for complementary security technologies.

The core security features include InsydeH$_2$0™ Extensible Firmware Interface (EFI) BIOS, a built-in fingerprint reader, a universal security lock, the Dashboard Security Center, TPM (Trusted Platform Module), and a Smart Card-ready platform.

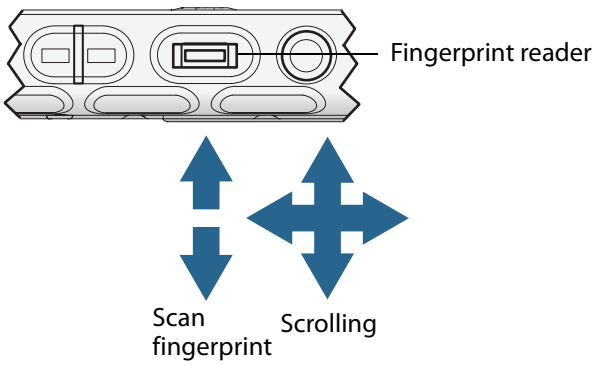
With the built-in TPM and Infineon Security Platform Tools, you can create and manage digital certificates for user and platform authentication. These features are most commonly used by enterprises and enabled by the system administrator. To download and install the TPM, go to http://www.motioncomputing.com/support/driver_download.asp, select the link to the operating system for your Tablet PC, then scroll down to **(TPM) Trusted Platform Module Software**.

Windows Security button

Pressing the Windows Security button is equivalent to pressing Ctrl+Alt+Del on a keyboard. You can use the Windows Security button to log on to or lock your Tablet PC.

Fingerprint reader

Using the fingerprint reader, you can log on to your Tablet PC by scanning your fingerprint instead of entering a password. This presents an added level of security for your computer.



You can use the OmniPass™ application to associate your fingerprint with passwords for Web pages and other applications. You can also use the fingerprint reader as a scrolling device. Move your finger on the fingerprint reader to move the pointer on the screen.

Note: The scroll function is disabled while scanning a fingerprint.

For information about setting up and using the fingerprint reader, see “Capturing a fingerprint” on page 47.

Display

The J3500 includes a 12.1-inch display with the following features:

- A highly readable LCD (liquid crystal display).
- WXGA, 1280 × 800 resolution.
- A protective layer that offers a firm writing surface and minimizes glare.
- A digitizer panel that enables handwritten entry with the pen and Windows navigation with the pen and touch screen.

View Anywhere display (optional)

The View Anywhere™ display option enhances outdoor viewing and bright-light viewing environments. The View Anywhere display includes all the features of the standard display plus:

- A protective layer that improves the sunlight contrast ratio and significantly reduces reflection and glare.
- Improved sunlight contrast ratio, which enhances viewability at wide viewing angles.
- Reduced reflection and glare and improved light pass-through efficiency.

Microphones

The J3500 is equipped with integrated microphones that you can use to record audio, dictate notes, and use voice commands without the need for an external microphone.

You can also use the microphone port to connect an external microphone or microphone headset. See “Connecting headphones, external speakers, or a microphone” on page 37.

Speakers

The J3500 is equipped with integrated stereo speakers that you can use to listen to music, movies, or other multimedia applications.

You can also use the headphones port to connect external speakers or headphones. See “Connecting headphones, external speakers, or a microphone” on page 37.

Ambient light sensor (ALS)

If you have dynamic brightness selected and are running on battery power, the ambient light sensor measures the surrounding light and adjusts the display brightness and contrast accordingly. This ensures that you have proper settings for all lighting conditions. To enable dynamic brightness, see “Adjusting the display brightness” on page 34.

USB 2.0 ports

Two USB 2.0 (High-speed USB) ports can be used to attach any USB device such as a mouse, digital camera, printer, or external storage device. The USB ports are compatible with older USB devices (USB 1.1).

For more information, see “Using USB” on page 31.

Headphones port

The headphones port is on the left edge of the Tablet PC. It is marked with a small headphones symbol and is designed as an audio output channel only. You can attach headphones or external speakers to this port.

For more information, see “Connecting headphones, external speakers, or a microphone” on page 37.

Microphone port

The microphone port is on the left edge of the Tablet PC. It is marked with a small microphone symbol and is designed as an audio input/line in channel only. You can attach an external microphone directly to this port to enhance your audio recording capabilities. The internal microphones are disabled when an external microphone is attached.

For more information, see “Connecting headphones, external speakers, or a microphone” on page 37.

Security slot

You can use the security slot to attach the Tablet PC to a desk, table or other fixture. You must purchase a security lock separately.

VGA port

You can use the VGA port to connect standard VGA monitors. When you attach an external monitor, you can use the external monitor only, or the external monitor and the Tablet PC display together. See “Setting up an external display” on page 35.

Ethernet port

The J3500 comes with an integrated 10/100/1000 Base-T Ethernet port (RJ-45), which you can use to connect to an Ethernet network or another computer.

For more information, see “Using Ethernet” on page 31.

Docking connector

The J3500 has a docking port that you can use to connect the Tablet PC to the FlexDock. When the Tablet PC is docked, the port connections are replicated on the dock. This enables you to connect a monitor, keyboard, mouse, or external drive to the dock and easily dock and undock the Tablet PC. For more information about the FlexDock and other accessories, go to the Motion Computing accessories page at www.motioncomputing.com/accessories.

Smart card reader slot (optional)

The Tablet PC includes a smart card reader located on the right side of the Tablet PC, under the card slots cover, next to the pen bay. Using smart card software, this device can read information from and write information to the smart card when the card is inserted into the slot. The smart card is an ISO 7816 PC/SC compliant, contact type smart card reader/writer.

For information about using the smart card reader, see “Using the smart card reader (optional)” on page 33.

Express card slot (optional)

The Express card slot holds one Express card for networking, memory expansion, or accessories.

- To insert an Express card, remove the card slot cover and place the Express card in the slot with the label side up.
- To remove the card, pull the card out of the slot and replace the card slot cover.

The J3500 includes a cover for the Express card slot. To protect the Express card slot, you should leave the cover in place when you do not have an Express card in the slot.

For information about using the Express card reader, see "Using the Express card reader (optional)" on page 34.

SIM card slot

The SIM slot holds one SIM card (Subscriber Identity Module). A SIM is a smart card, about the size of a postage stamp, that stores information about your wireless account.

You need to use a SIM card only if you are using Mobile Broadband on an HSDPA (High Speed Downlink Packet Access) network. Contact your service provider for details.

For information about removing and replacing the SIM card, see "Inserting or removing a SIM card" on page 46.

Wi-Fi (802.11a/g/n wireless)

Your Tablet PC has integrated Wi-Fi (802.11a/g/n) that you can use to connect to the Internet and other computers wirelessly. You can use Wi-Fi in your home, and in many schools, hotels, airports, and restaurants.

Note: Wireless access requires an 802.11a, 802.11g, or 802.11n access point. Internet access requires a working Internet connection.

Your ability to use Wi-Fi depends on the several conditions:

- Distance from the access point.
- Ability to connect to the access point.
- Access rights (which may require an account fee, user name, password, an/or network set up through an administrator).
- Security settings, such as whether the network broadcasts a network name or uses encryption.

For more information, see "Using Wi-Fi (802.11a/g/n)" on page 53.

Mobile broadband with GPS (optional)

Your Tablet PC may have an embedded Qualcomm® Gobi2000™ module. The Gobi™ module lets you connect to a variety of mobile broadband networks for sending and receiving data wirelessly. It also includes a global positioning system (GPS) receiver.

Mobile broadband

By using mobile broadband, you can browse the Internet, send and receive email, connect to your company's intranet, and use Web-based applications. You can typically use mobile broadband anywhere you can use your mobile phone.

Mobile broadband is based on cellular network technology, so you can use it in more places than other wireless technologies. With Mobile Broadband, your Tablet PC connects to a network provider's base station, which in turn is connected to the Internet. Unlike Wi-Fi, you do not need to buy base stations or search for Wi-Fi hotspots.

For more information, see "Using mobile broadband with GPS (optional)" on page 54.

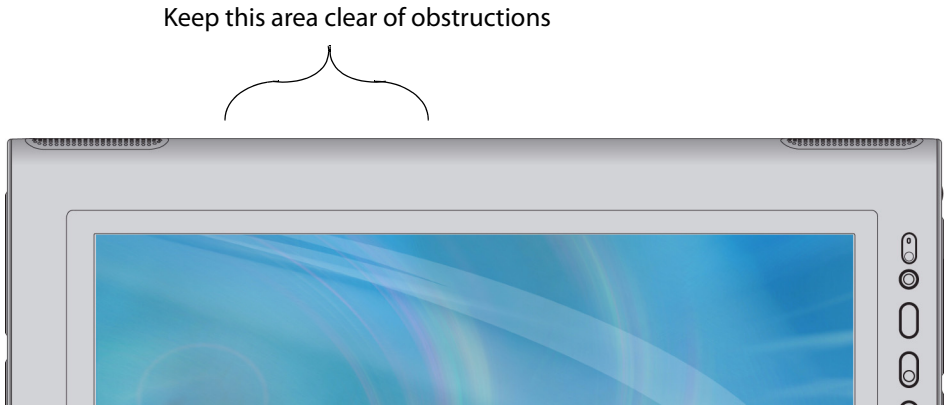
GPS receiver

The GPS receiver uses satellites to determine the current location, altitude, heading, and horizontal velocity of the Tablet PC using a GPS receiver.

To use the GPS receiver, you do not need a network connection or an account with a mobile broadband network carrier.

Use the Connection Manager software to start, stop, and manage the GPS receiver. For information on the Connection Manager, see "Using Connection Manager" on page 55

For optimal performance when using the GPS receiver, keep the top of the Tablet PC clear of obstructions as the antenna is located in that area (shown below). For example, do not hold the Tablet PC in this area when using the GPS receiver.



Bluetooth wireless (optional)

Your Tablet PC has an integrated Bluetooth adapter. With Bluetooth, computers and other devices—such as mice, keyboards, cameras, and PDAs—can be interconnected using a short-range wireless connection. Bluetooth devices can connect wirelessly at distances up to 33 feet (10 meters).

For more information, see "Using Bluetooth (optional)" on page 55.

Power adapter

The power adapter provides power to the Tablet PC and charges the battery when it is in the Tablet PC.

WARNING: Use only the Motion approved power adapter with your Tablet PC. Do not use the adapter to power any other electronic devices. Using the Motion approved power adapter to power other devices can damage the power adapter or other devices. Using a non-Motion approved power adapter can damage the Tablet PC.

Battery

The J3500 includes two battery bays for high-capacity Lithium-ion batteries. Under normal conditions, you can run the Tablet PC on battery power for about three hours with one battery, and about seven hours with two batteries. You can maximize battery life by optimizing your power plan. See "Using power plans" on page 39.

If the Tablet PC has only one battery, a non-functioning cartridge is included in the second battery bay. Do not discard the battery bay cartridge. If a battery becomes damaged and is being replaced, the battery bay cartridge must remain in the battery bay to prevent damage.

For information about charging and checking battery status, see "Using the battery" on page 41.

CAUTION: To avoid personal injury, handle the battery with care. Do not open, puncture, short, or expose it to fire or water. Keep the battery in an ambient temperature of less than 104° F (40° C). For example, do not leave the battery in a closed car in hot weather for an extended time. For more information, see the Safety and Regulatory Guide included with your Tablet PC.

J-Series FlexDock (optional)

The J-Series FlexDock provides a docking tray and ports for connecting the J3500 Tablet PC to the following devices:

- AC power for charging the J3500 Tablet PC and battery.
- USB devices (four ports)
- Display
- Ethernet
- VGA
- Microphone
- Headphone

The FlexDock includes the following features:

- A battery charger for charging the battery.
- Adjustable viewing angle. You can adjust the Tablet PC to the optimum viewing angle.
- Flexible mounting options. You can remove the mounting tray and mount it on a mounting device or stand using a standard VESA screw-hole pattern.

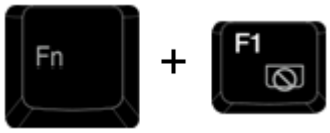
For more information about using the J-Series FlexDock, see the *J-Series FlexDock User's Guide* included with the dock.

J-Series Mobile Keyboard (optional)

The J-Series Mobile Keyboard is a thin-profile, portable, full size keyboard solution for entering data in the J-Series Tablet PC.

When in the closed position, the Mobile Keyboard has a thin profile and can be attached to the back of the J-Series Tablet PC for easy transporting. When opened, the Mobile Keyboard provides a stable docking tray for mounting the J-Series Tablet PC and a full size keyboard for easy data entry.

The Mobile Keyboard has a trackpad that can be temporarily turned off. The trackpad is on by default. It will be turned on when the Tablet PC is placed onto the keyboard or when the tablet and keyboard are first powered on.



Press the Function key and the F1 key simultaneously to turn off the Trackpad and its associated buttons.

Press the Function key and the F2 key simultaneously to turn on the Trackpad and its associated buttons.

For more information about using the J-Series Mobile Keyboard, refer to the *J-Series Mobile Keyboard User's Guide* included with the keyboard.

Using your Tablet PC 3

The J3500 Tablet PC runs the Microsoft Windows® 7 operating system, which includes ink-to-text and handwriting recognition, voice recognition, and improved security to help defend against viruses, worms, and other threats. And unlike PDAs or other handheld devices, the J3500 can run any Windows 7-compatible application.

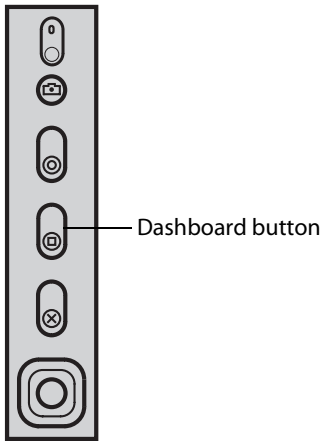
Use the information in this chapter to learn about common tasks such as using the pen to enter text, using Motion Dashboard, using speech recognition, and customizing the Tablet PC to fit the way you work.

Using Motion Dashboard

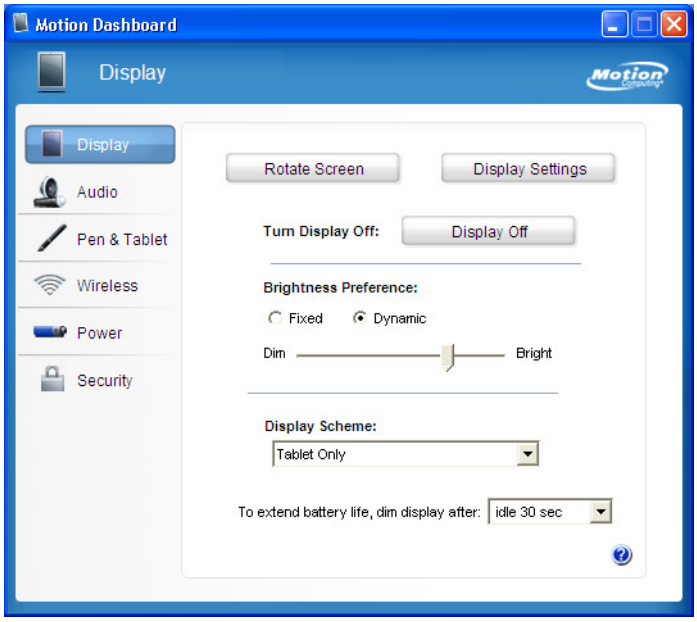
Motion Dashboard puts many common tablet-related settings and tasks at your fingertips. For example, you can enable or disable Bluetooth and Wi-Fi, calibrate the digitizer, or check your remaining battery power.

To start Motion Dashboard

- Press the Dashboard button ( ) on the front of the Tablet PC.



When you change a setting on Motion Dashboard, the change occurs immediately. You do not need to tap **Apply** or **OK**.



For more information, see Motion Dashboard Help.

Using the Motion utility

Click the Motion utility icon ( ) in the notification area (

). You may need to click the up arrow ( ) to view the icon.

You can access the following features from the Motion utility icon:

Battery Health
Selecting this option opens a window that shows information about correct battery conditioning to prolong the life of the battery and shows the current battery charge level.

Motion Dashboard
Selecting this option opens the Motion Dashboard.

Options
Selecting this option opens another window to select the following options:

- **Show Hard Drive Activity** - When this option is selected, the Motion utility icon blinks when there is hard drive activity.
- **Automatic Display Rotation** - When this option is selected, the Tablet PC automatically changes the viewing orientation (landscape to portrait or vice versa) when the Tablet PC is physically rotated.

Using the pen

You can use the pen to write on the display and navigate the operating system. A pen can feel more natural in your hand than a mouse, and you can use the pen while standing or walking. The following table show the various mouse actions and their pen equivalents.

Mouse action	Pen equivalent
Point	Point
Click	Tap
Double-click	Double-tap
Drag	Drag
Right-click	Tap and hold
Right-click	Press pen Function button and then tap

Some software applications, such as Microsoft Word, support ink drawing and ink annotations. Some applications such as art or drawing programs are designed especially for ink input. For more information about a particular application, open the application help and search for “pen”, “ink”, or “tablet“.

You can use Tablet PC Input Panel instead of a keyboard to enter text. For more information, see “Using Tablet PC Input Panel” on page 26.

Store the pen in the pen bay when not in use. To store the pen in the pen bay, insert it into the bay and press it until it clicks. To remove the pen, press it again. If you have the pen tether attached, ensure that you have released the pen before you pull it out using the tether.

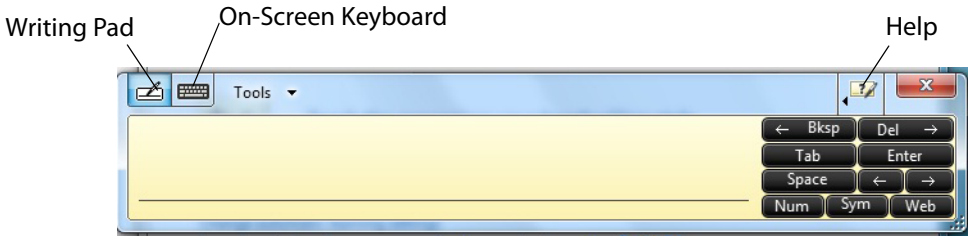
The pen includes extra tips. You can use the included replacement tool to change the tips. See “Replacing pen tips” on page 61.

Important: The Tablet PC responds only to the tablet pen. Do not use traditional pens or other pointing devices with the Tablet PC.

Using Tablet PC Input Panel

You can use Tablet PC Input Panel instead of a keyboard to enter text on your Tablet PC. Use the writing pad or the character pad to convert your handwriting to text, or tap characters using the on-screen keyboard.

The following illustration shows Input Panel open to the writing pad.



To start Input Panel

- Do one of the following:
  - Tap at the place you want to enter text, such as a text box. Then tap the Tablet PC Input Panel icon ( ).
  - Tap the Input Panel tab on the left edge of the screen (default).

To switch between the writing pad and the on-screen keyboard, tap the appropriate button.

To switch to the character pad, tap **Tools**, then **Write character by character**.

For a demonstration, tap the help icon, then tap the topic you would like to see demonstrated.

For more information about using Input Panel, tap **Tools**, then **Help Topics**.

Configuring pen options

You can use pen options to enable or disable the pen function button and the pen eraser.

To configure pen options

1. Open Motion Dashboard to the Pen & Tablet panel (page 24).
2. Tap the **Pen & Input Devices** button.
3. In the **Pen and Touch** window, tap the **Pen Options** tab.
4. For pen buttons, do one or more of the following:
   - To enable the pen button, select **Use pen button as a right-click equivalent.**
   - To enable the eraser, select **Use top of pen to erase ink (where available)**.

Using personalized handwriting recognition

You can use personalized handwriting recognition to improve your handwriting results.

To use personalized handwriting recognition

1. Tap **Start > All Programs > Accessories > Tablet PC > Personalize Handwriting**.
2. Follow the instructions in the handwriting personalization tool.

Using touch (optional)

You can use touch to select menu items and open files, use touch gestures to rotate and zoom in and out of pictures, and use flicks to navigate through browser windows and documents. For information on touch gestures and flicks, on the Tablet PC, go to **Start> Help and Support**, then search for "touch gestures" and "flicks."

The following table show the various mouse actions and their touch equivalents.

Mouse action	Touch equivalent
Point	Touch
Click	Tap
Double-click	Double-tap
Drag	Drag
Right-click	Tap and hold

When using touch, you can enable a pointer to help you select items accurately.

Note: If the Tablet PC does not respond when you tap or touch with your finger, try using more area of your fingertip to tap and touch.

To enable the touch pointer

1. Open Motion Dashboard to the Pen & Tablet panel (page 24).
2. Tap the **Pen & Input Devices** button.
3. In the **Pen and Touch** window, tap the **Touch** tab.
4. Select the check box labeled, "**Show the touch pointer**...."

Enabling and disabling touch

By default, touch is enabled. You can disable and enable it through the Dashboard.

To disable and enable touch

1. Open Motion Dashboard to the Pen & Tablet panel (page 24).
2. Tap **Touch Settings**.
3. Do one of the following:
   - To disable touch, clear the **Enable Touch** check box.
   - To enable touch, select the **Enable Touch** check box.

Configuring touch mode

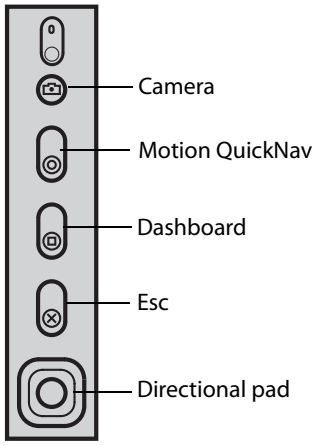
You can specify whether the Tablet PC automatically uses touch or requires you to double-tap on the screen to start touch. **Auto Mode** lets the Tablet PC switch between pen and touch depending on whether you touch the screen with the pen or your finger. **Double-Tap Mode** requires you to double-tap your finger on the display when you want to use touch. In **Double-Tap Mode**, using the pen will automatically disable touch; double-tapping on the display enables touch again.

To configure Touch settings

1. Open Motion Dashboard to the Pen & Tablet panel (page 24).
2. Tap **Touch Settings**.
3. Do one of the following:
   - Tap the **Auto Mode** radio button to let the Tablet PC automatically switch between pen and touch.
   - Tap the **Double-Tap Mode** radio button to require you to double-tap your finger on the screen when you want to use touch.
4. Click **OK** to save your selection.

Configuring front panel buttons

As you become more familiar with your Tablet PC, you may want to customize the buttons on the front panel. You can configure the buttons to start your favorite program, run a command, or enter a key combination.



To configure the front panel buttons

1. Open Motion Dashboard to the Pen & Tablet panel (page 24).
2. Tap the **Tablet PC Settings** button.
3. In the Tablet PC Settings window, tap the **Buttons** tab.
4. Select the button combination you want to change. The currently selected buttons appear in red.
5. Tap **Change**.
6. Select the appropriate action for the button.

   For some actions, you must enter more information, such as the location of a program to start. You can select an action for **Press** and another for **Press and hold**. For more information, tap **What is press and hold?**

Using Motion QuickNav

Motion QuickNav provides multiple QWERTY keyboard lay-outs and numeric pads for quickly entering text, numbers, and symbols into documents and applications. It also lets you quickly take a picture using the camera, record or play back a voice note, and acquire a GPS location.

To start Motion QuickNav
Do one of the following:

- Press the Motion QuickNav button ( ).
- Go to **Start -> All Programs-> Motion QuickNav**, then click **Motion QuickNav**.

The following illustration shows Motion QuickNav in its default location on the right side of the Tablet PC screen.

Tap the buttons to open QuickNav's various features. For example, tapping the top buttons opens one of QuickNav's keyboard layouts.

For more information on using QuickNav, tap QuickNav's help button to view the Motion QuickNav online help.

Note: Once Motion QuickNav has been launched, you can tap on the QuickNav icon ( ) in the system tray and configure your desired options.

You can also access QuickNav features from some of the front panel buttons. The following table shows the hardware buttons and which QuickNav features they launch.

	Primary (Press)	Secondary (Press and hold)
	Take a picture.	Open My Pictures.
	Open QuickNav.	Start a voice note.

Using USB

You can use the two integrated USB 2.0 ports to connect USB devices, such as digital cameras, printers, external storage devices, keyboards, and mice. USB devices typically use power from the computer, so you should use AC power or have adequate battery power while you are using USB devices.

To use a USB device, connect the device to the USB port () on the side of the Tablet PC.

When you connect a USB device, the Tablet PC recognizes it and loads the appropriate device driver. You can connect and disconnect USB devices without shutting down your computer.

Using Ethernet

You can use the integrated 10/100/1000 Base-T Ethernet port (RJ-45) to connect to an Ethernet network, high-speed modem, or another computer.

To connect to an Ethernet network or device, connect the Ethernet cable to the Ethernet port ( ) on the left side of the Tablet PC.

Using the camera (optional)

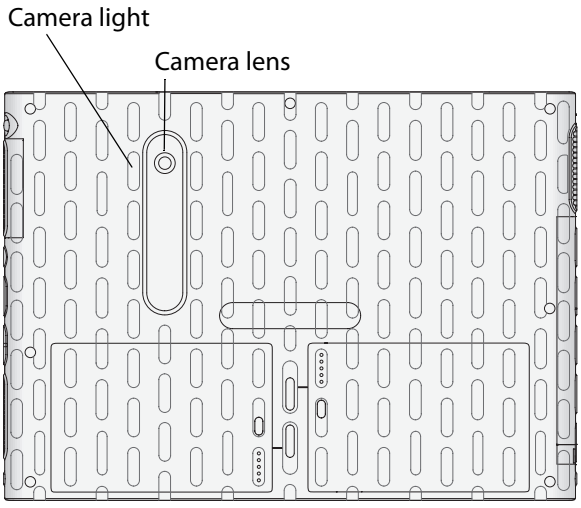
You can use the built-in camera to take pictures. For more information about the camera, see “Camera (optional)” on page 12.

To use the camera

1. Open Motion QuickNav. (See “Using Motion QuickNav” on page 30.)
2. Press the Camera button to activate the camera and open the viewfinder.

   Note: If a picture is not taken after a short period, the viewfinder will automatically close. If this occurs, repeat the steps.
3. Press the Camera button again to take a picture.
4. In the Pictures window, do one of the following:

- To close the Pictures window, tap outside of the QuickNav window.
- Pictures are automatically saved in the My Pictures folder, located in the My Documents folder.



Camera tips

- Hold the camera steady and allow it to focus.
- If your pen is tethered, ensure that the tether is not in front of the camera lens.
- Ensure you have adequate lighting.
- You can use the Pictures window to take and review multiple pictures. Use the slider bar at the bottom of the Pictures window to switch among active pictures.

Using the smart card reader (optional)

Some Tablet PCs contain the optional smart card reader. Using smart card software, this device reads information from the smart card when the card is inserted into the reader.

Depending on the smart card software you are using:

- You may receive an acknowledgement for when the smart card is fully engaged in the reader.
- You may receive a prompt or be required to shut down the software before removing the smart card.
- Some smart cards may require you to insert the smart card for authentication, and then remove the smart card when authentication is completed.
- Some smart cards may require keeping the card in the reader while the smart card software is running.

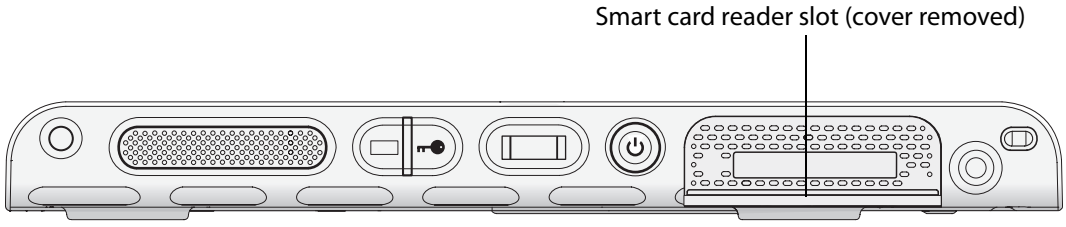
To insert the smart card

1. Remove the card slots cover.
2. Slide the smart card into the slot, with the metal contacts of the embedded chip facing the top of the Tablet PC, until the card is firmly seated in the reader.

To remove the smart card

Depending on your smart card software, you may need to shut down the smart card software before removing the card. With this type of software, removing the smart card while the Tablet PC is running can result in logging off or shutting down the Tablet PC.

- Pull the card straight out of the reader and replace the card slots cover.

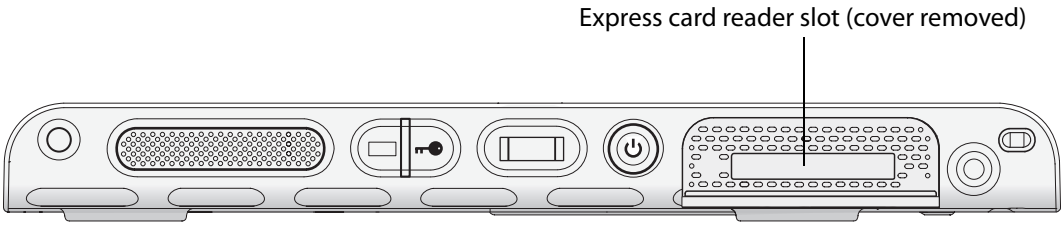


Using the Express card reader (optional)

The Express card slot holds one Express card for networking, memory expansion, or accessories.

- To insert an Express card, remove the card slot cover and place the Express card in the slot with the label side up.
- To remove the card, pull the card out of the slot and replace the card slot cover.

The J3500 includes a cover for the Express card slot. To protect the Express card slot, you should leave the cover in place when you do not have an Express card in the slot.



Using the display

Use the procedures in this section to customize your display settings. You can adjust the brightness level, rotate the display, and change the order in which the display rotates.

Adjusting the display brightness

Use this procedure to change the brightness of the display.

To adjust the display brightness

1. Open Motion Dashboard to the Display panel (page 24).
2. Set the Brightness slider to the appropriate level.

   For optimal battery conservation and viewability, set the brightness scale to the mid-point or slightly above.
3. Select one of the following:
   - **Fixed.** Sets the display brightness to a constant level. Use the slider to adjust the display to the desired brightness level. The ambient light sensor is not used with fixed brightness.
   - **Dynamic.** Uses the ambient light sensor to maintain an appropriate brightness level for the current lighting conditions. Using dynamic brightness helps to reduce power consumption while running on battery power.

Rotating the display

You can easily change the screen orientation to fit your current task. You may want to use the portrait orientation for filling out forms or reading an e-book. At other times, you may want a landscape orientation for Web browsing or sketching.

To rotate the display

1. Open Motion Dashboard to the Display panel (page 24).
2. Tap the **Rotate Screen** button.

Note: If you change the screen orientation, you may need to recalibrate the digitizer. See "Calibrate the digitizer" on page 7.

Setting up an external display

If you want more space on the desktop, or the flexibility of multiple displays, you can connect an external display, such as a monitor or projector.

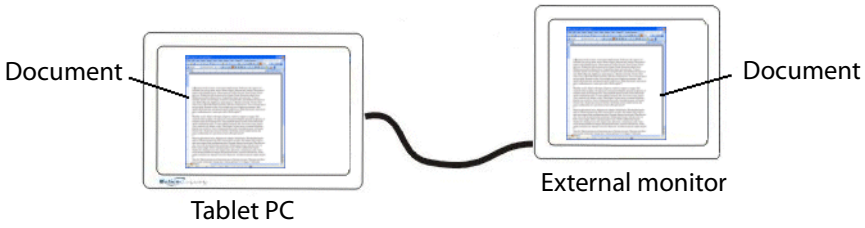
You can extend your display to the external monitor, mirror your display on the external monitor, or use the external monitor only. Because the pen does not work on the external display, you will typically use a keyboard and mouse when an external display is attached.

To set up an external monitor

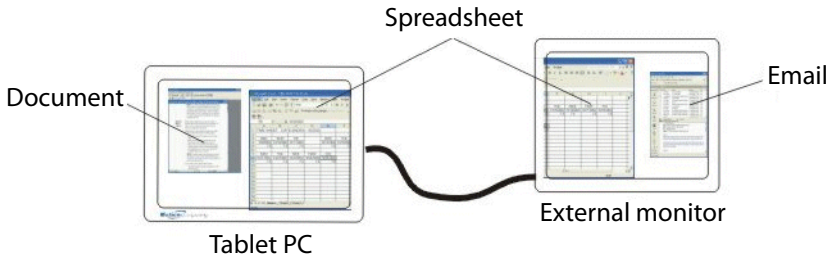
1. Connect the monitor cable into the appropriate display port on the FlexDock. Use the VGA port to connect to the external monitor.
2. Plug in the external monitor and turn it on.
3. If necessary, install software and drivers for the monitor. See the manufacturer's documentation for more information.
4. Open Motion Dashboard to the Display panel (page 24).

5. For **Display Scheme**, select one of the following:

   - **Mirror Display.** Duplicates the Tablet PC display on the external monitor or projector. The same desktop is visible on both displays. The external monitor must use the same display resolution as the Tablet PC.



   - **Extended with Monitor Primary.** Enlarges the desktop area to include the external monitor as the primary monitor. The external monitor can use a different display resolution than the Tablet PC.



   - **Extended with Tablet Primary.** Enlarges the desktop area to include the external monitor as the secondary monitor. The external monitor can use a different display resolution than the Tablet PC.
   - **Monitor Only.** Uses the external monitor only.
   - **Tablet Only.** Uses the Tablet PC display only.

To learn more about custom monitor schemes, go to www.motioncomputing.com/tips.

Using the built-in microphones

You can use the built-in array microphones to record audio, dictate notes, and use voice commands. The two microphones are used at the same time to optimize sound detection for speech recognition and voice recording.

Connecting headphones, external speakers, or a microphone

You can connect headphones or external speakers to the headphones port using a 3.5 mm plug. When speakers or headphones are connected, the internal speakers are disabled.

You can connect an external microphone or headset to the microphone port using a 3.5 mm plug. When a microphone is connected, the internal microphones are disabled.

Using speech recognition

You can use speech recognition to interact with your Tablet PC by voice. You can dictate documents and emails, or use voice commands to control programs.

- **Dictation mode**. With Dictation mode, your computer listens to everything you say and converts your words to text. You can use dictation mode to enter text directly into any document or text box.
- **Voice command mode**. With Voice command mode, your computer listens for specific words that correspond to a list of available voice commands. You can use commands to switch between programs, save documents, copy, paste, or undo.

Setting up speech recognition

Before you can use speech recognition, you must configure the microphones and train the system for the characteristics of your voice. You can also take the speech tutorial to learn how to talk to your computer.

Setting up the microphones

For best results, move to a quiet environment.

To set up the microphones

1. In Control Panel, tap the **Ease of Access** category, then tap **Speech Recognition**.
2. Tap **Set up microphone**.
3. If you are using the integrated Tablet PC microphone array, select **Other**.
4. Follow the instructions in the setup program.

   If the microphones are set to an appropriate level, the meter will stay in the green zone while you read the sentences. If the level is too low or too high, use Motion Dashboard to adjust the level (page 24).

Train your computer to recognize your speech

Use this procedure to improve your computer's ability to understand your voice.

To train your computer to recognize your speech

1. In Control Panel, tap the **Ease of Access** category, then tap **Speech Recognition**.
2. Tap **Train your computer to better understand you**.
3. Follow the instructions in the setup program.

Taking the Speech Tutorial

You can use the Speech Tutorial to learn basic commands and dictation. The Speech Tutorial takes about 30 minutes to complete.

To take the speech tutorial

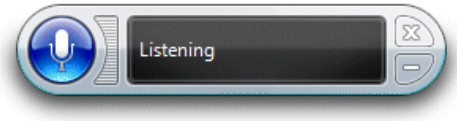
1. In Control Panel, tap the **Ease of Access** category, then tap **Speech Recognition**.
2. Tap **Take Speech Tutorial**.
3. Follow the instructions in the tutorial program.

Using Dictation and Voice Commands

After you have set up speech recognition, you can start it from Control Panel.

To use Dictation and Voice Commands

1. In Control Panel, tap the **Ease of Access** category, then tap **Speech Recognition**.
2. Tap **Start Speech Recognition**.
3. Ensure that the Speech Recognition window is open and listening.



4. Do one of the following:
   - For voice commands, say the appropriate command. For a list of commands, search Windows Help and Support for "speech commands".
   - For dictation, open the program you want to use and start speaking.

   For more information about speech recognition, search Windows Help and Support for "speech recognition".

Using power plans

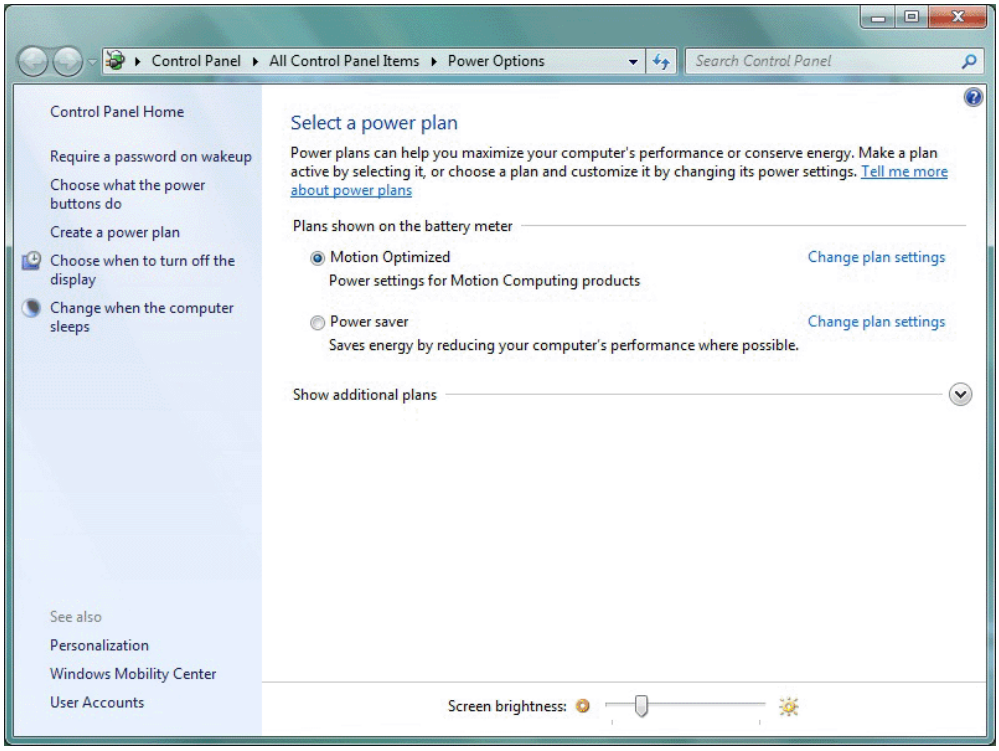
The J3500 includes a comprehensive suite of power management functions. By using power plans, you can maximize system performance, save energy, or get the most from a single charge.

Selecting a power plan

Use this procedure to choose among the Balanced, Power saver, or High performance power plans.

To select a power plan

1. Open Motion Dashboard to the Power panel (page 24).
2. Tap the **Power Options** button.
3. On the Power Options page, select a power plan.



For information about creating a custom power plan, see “Creating a power plan” on page 40.

Changing power plan settings

You can edit the particular settings of an existing power plan. To create your own power plan, see "Creating a power plan" on page 40.

To change power plan settings

1. Open Motion Dashboard to the Power panel (page 24).
2. Tap the **Power Options** button.
3. On the Power Options page, tap **Change plan settings** for the plan you want to change.
4. Choose the settings that you want your computer to use. You can also tap **Change advanced power settings** for more options.

Creating a power plan

If the existing power plans are not sufficient, you can create your own power plan.

To create a power plan

1. Open Motion Dashboard to the Power panel (page 24).
2. Tap the **Power Options** button.
3. On the Power Options page, tap **Create a power plan**.
4. Select the existing plan that is closest to the plan you want to create.
5. In the Plan name box, enter a name for the plan, and then click **Next**.
6. Choose the settings that you want your computer to use, then click **Create**.

Using Sleep

Sleep is a state in which the computer's internal devices are turned off to save power. When you want to use the computer again, it comes out of Sleep quickly, although you may have to log on again.

Use Sleep to save power when you will be away from the computer for a short time.

WARNING: Because Sleep does not save your desktop state to disk, a power failure while on Sleep can cause you to lose unsaved information.

To put your computer on Sleep

1. Open Motion Dashboard to the Power panel (page 24).
2. Do one or more of the following:
   - For *Power Switch on battery*, select **Sleep**.
   - For *Power Switch plugged in*, select **Sleep**.
3. To put your computer on Sleep, press the power button.

To turn your computer back on, press the power button.

Using Hibernate

Hibernation is a state in which your computer shuts down to save power but first saves everything in memory on your hard disk. When you restart the computer, your desktop is restored exactly as you left it. Use hibernation to save power when you will be away from the computer for an extended time.

Hibernation has the following advantages over Sleep:

- You should save and close any remote files or applications before hibernating.
- Hibernate saves the state of the desktop and applications
- Hibernate consumes no battery power
- When you return from the Hibernate state, you return to where you were when you entered hibernation.

To put your computer on Hibernate

1. Ensure that Hibernate is enabled.
2. Open Motion Dashboard to the Power panel (page 24).
3. Do one or more of the following:
   - For *Power Switch on battery*, select **Hibernate**.
   - For *Power Switch plugged in*, select **Hibernate**.
4. To put your computer on Hibernate, press the power button.

To turn your computer back on, press the power button.

Using the battery

The Tablet PC runs on battery power when it is not plugged in. The battery, included with the Tablet PC, is installed on the back of the Tablet PC. To increase battery life, you can install a second battery in any of the two battery bays. If a second battery is not installed, a non-functioning battery bay cartridge is provided to occupy the second battery bay. For more information, go to the Motion Computing accessories page at www.motioncomputing.com/accessories.

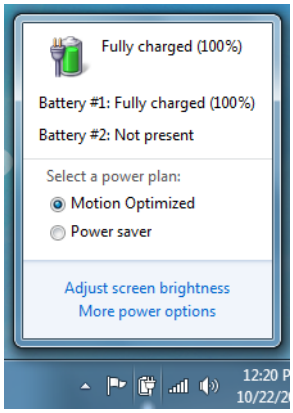
Checking battery power

You can check the remaining battery power from Motion Dashboard, from the battery icon in the notification area, or from the battery itself.

To check the remaining battery power

- Open Motion Dashboard to the Power panel (page 24).

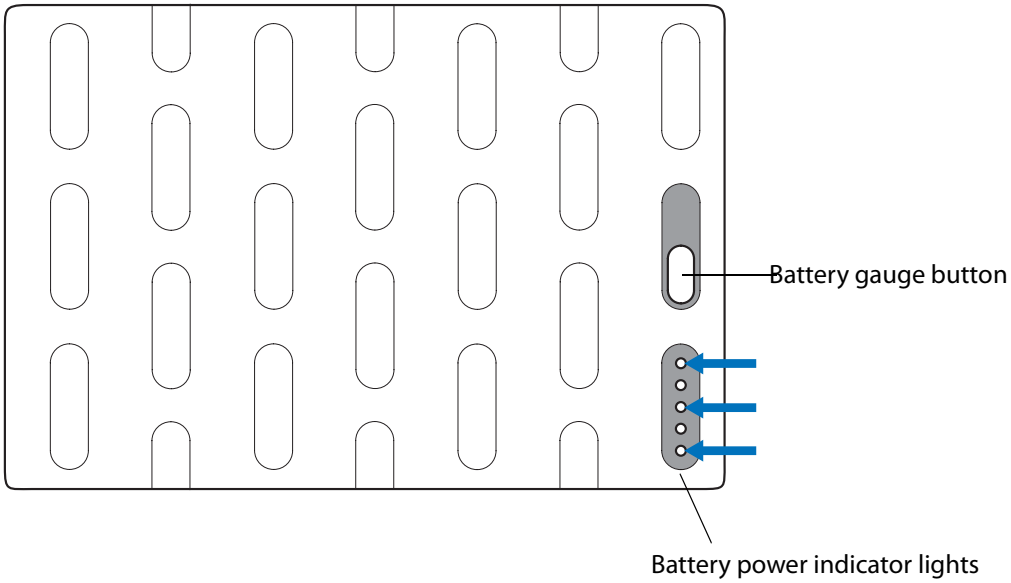
You can also place the pointer over the battery icon in the notification area. The battery icon provides a graphical representation of the remaining battery power. It shows both cumulative and individual power readings for the batteries installed.



You can also check the remaining battery power from the battery itself.

To check the battery status using the gauge on the battery

- Locate the battery gauge button and the battery power indicator lights and press the battery gauge button. The indicator lights show the remaining charge. Each light represents approximately 20% of a full charge.
- A battery fault code is indicated when you push the battery gauge button and the top, middle, and bottom lights on the battery illuminate simultaneously. If this occurs, the battery has failed and must be replaced.



Charging the battery

When the Tablet PC is connected to AC power, the battery automatically charges until it reaches full charge, even if the Tablet PC is being used. The battery status light on the Tablet PC will blink amber when the battery is installed and AC power is applied to the Tablet PC.

If two batteries are installed and the Tablet PC is on, the charging sequence is staggered to ensure that both batteries are being fully charged at nearly the same time. The batteries are charges as described below:

1. The battery that the Tablet PC was last using charges to 90%.
2. The other battery in the Tablet PC charges to 100%.
3. The first battery charges from 90% to100%.
4. The battery in the docking station, if any, charges to 100%.

When the Tablet PC is off, in hibernate mode, or in sleep mode, the batteries are charged simultaneously. If there is a battery in the docking station, it is charged simultaneously with the two batteries in the Tablet PC.

For information about the battery status light, see “Battery status light” on page 12.

CAUTION: To avoid injury, keep the battery within the recommended temperature range while it is charging. If the battery has been subjected to a hot environment, wait until it cools to room temperature before recharging it. For more information, see the Safety and Regulatory Guide included with the Tablet PC.

Battery and power management tips

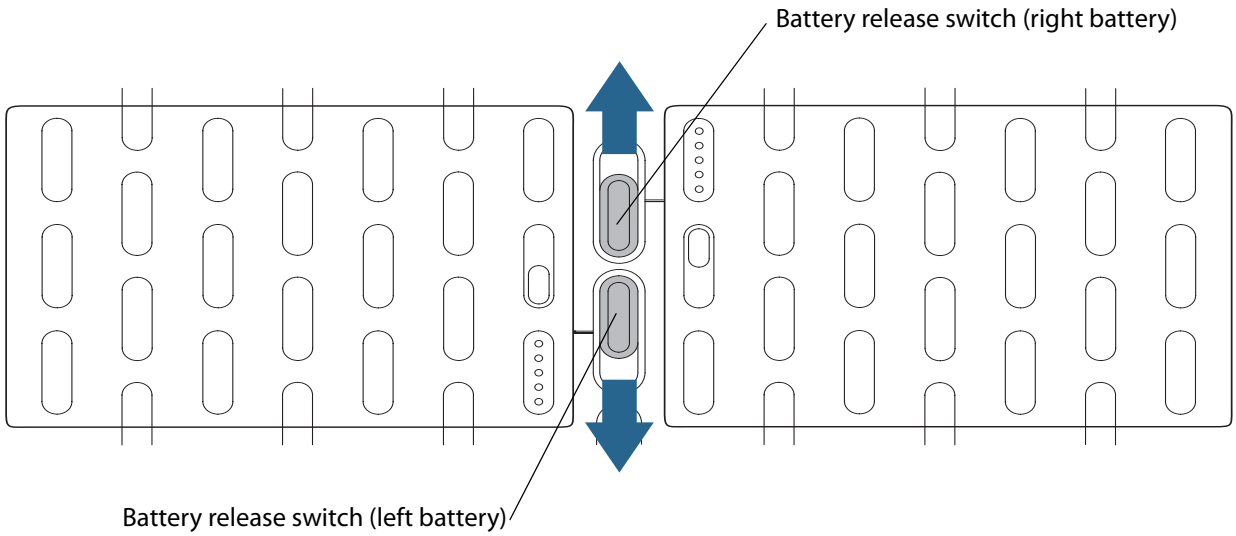
- To lengthen the battery’s usable life, use AC power when you can. The battery will charge automatically while you run on AC power, so leave the battery in the Tablet PC while you are working.
- For optimal battery life, use AC power when using a CD or DVD player.
- When running on battery power, place the system in Hibernate or Sleep mode if you are going to leave it unattended for more than a few minutes (page 41).
- Remember that the display, processor, wireless cards, and accessories all draw on the battery, so adjust properties and disable unused accessories while running on battery power.
- When running on battery power, adjust the display brightness to a dimmer setting and enable Dynamic brightness. See “Adjusting the display brightness” on page 34.
- Turn off wireless devices when they are not being used.

Removing and replacing the battery

You can remove the battery to check the remaining power, or to replace it with a fully charged battery.

To remove the battery

1. Ensure that the Tablet PC is plugged in to AC power or turned off.
2. Turn the Tablet PC over so that the back side is up.
3. For the battery you want to remove, slide the battery release switch until the battery is partially ejected, and then pull the battery out of the battery bay.



To replace the battery

- For the battery you want to install, place the two tabs of the battery into the two slots in the battery bay, and then press the other end of the battery into the battery bay until you hear a click or feel the battery lock into place.

Hot-swapping the battery

You can hot-swap a battery while the Tablet PC is on and running on battery power if you have a second battery to replace the battery that is low on power.

To swap a battery with a Tablet PC containing a battery and battery bay cartridge (non-functioning)

- If your Tablet PC has a battery and battery bay cartridge (non-functioning) installed, remove the battery bay cartridge and install the second battery. For information about removing the battery, see "Removing and replacing the battery" on page 44.

To hot-swap a battery with a Tablet PC containing two batteries

- If your Tablet PC has two batteries installed, remove the battery with the lowest power and install the charged battery. For information about removing the battery, see "Removing and replacing the battery" on page 44.

  To determine which battery needs to be replaced, see "Checking battery power" on page 41.

Important: Use only Motion Computing J-Series batteries with the J-Series Tablet PC.

Battery maintenance

To maximize the performance of the batteries, deplete each battery's charge level to less than 10% every 30 days. To deplete the charge, use the computer on battery power.

You can use the battery icon in the notification area to check the status of the battery. For more information, see "Checking battery power" on page 41.

Long-term battery storage

Do not store any batteries with a full charge; this can cause a permanent loss of charging capacity. For long-term storage, the battery should be charged to a level between 20% and 40% (two contiguous LEDs illuminated) and removed from the Tablet PC.

Check the batteries every 90 days or so to determine the charge status. Try to keep the batteries at a level between 20% and 40%. For optimum care, store the battery in a cool, dry place. Never expose the battery to temperatures above 60ºC (140ºF).

Note: In storage, the batteries will self-discharge at a rate of 10% of the total capacity per month.

Disposing of used batteries

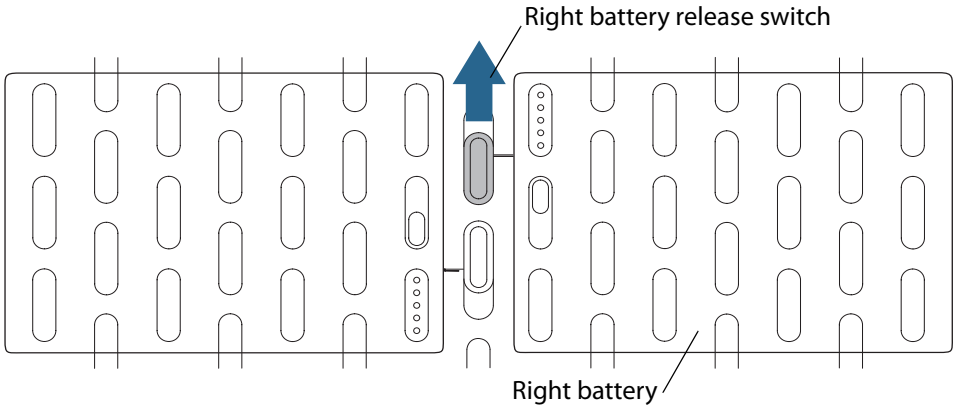
When Lithium-ion (Li-ion) batteries are no longer serviceable, the batteries should be sent to a hazardous materials recycling center. Do not discard the batteries in a waste receptacle because they could be sent to a landfill.

Inserting or removing a SIM card

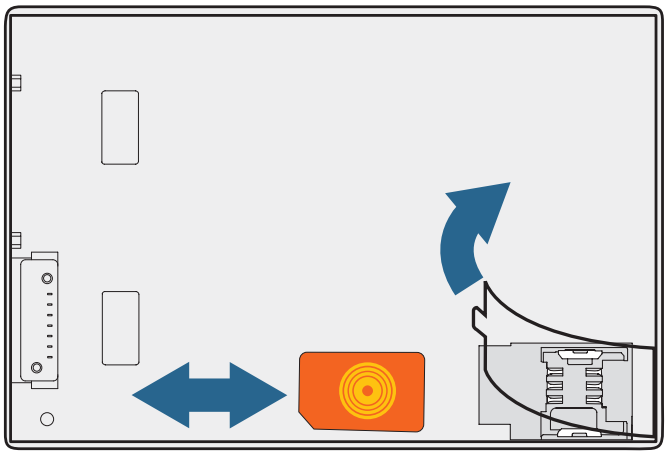
Use the following procedure to insert or remove a SIM card.

To insert or remove a SIM card

1. Shut down the Tablet PC.
2. Remove the right battery or battery bay cartridge. Slide the battery release switch until the battery is partially ejected, and then pull the battery out of the battery bay.



3. Do one of the following:
   - To insert a SIM, lift the plastic film covering the SIM slot and slide the card under the tabs in the slot. Ensure that the metal contacts are facing downward.
   - To remove a SIM, lift the plastic film covering the SIM slot and slide the card out.



4. Replace the battery.

Using Motion OmniPass and the fingerprint reader

Motion OmniPass offers a secure and convenient system for managing your passwords and providing confidentiality for your sensitive data through file encryption.

To start Motion OmniPass

Do one of the following:

- Click **Start > All Programs > Motion OmniPass > OmniPass Control Center**.
- In the notification area, double-tap the Motion OmniPass icon ( ).

You can also start Motion OmniPass from the Security panel of Motion Dashboard.

To create a new user and capture a fingerprint in OmniPass, see "Capturing a fingerprint" on page 47.

From the OmniPass Control Center, you can manage OmniPass users and settings (distinct from Windows users), change OmniPass settings, manage passwords, and protect your files. For more information, see the OmniPass Help.

Capturing a fingerprint

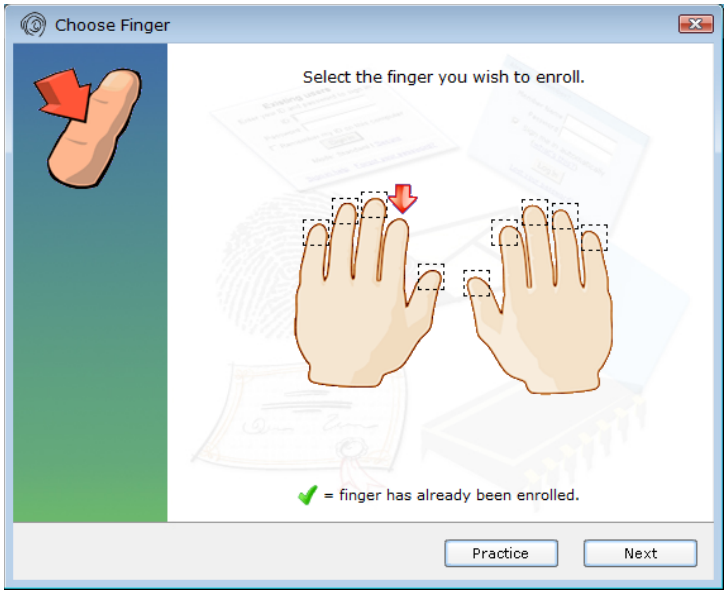
After you capture your fingerprints, you can associate the fingerprints with an OmniPass user. This offers a quick and convenient way to log on to your Tablet PC, provides global password management, and helps protect your data from unauthorized access.

Use this procedure to enroll a new user and capture a fingerprint for authentication.

To enroll a new user and capture a fingerprint

1. Start Motion OmniPass (page 47) and tap **Enroll a new user**.
2. Enter the Windows account information for the new user and tap **Next**. The fields may default to the user name of the current user.

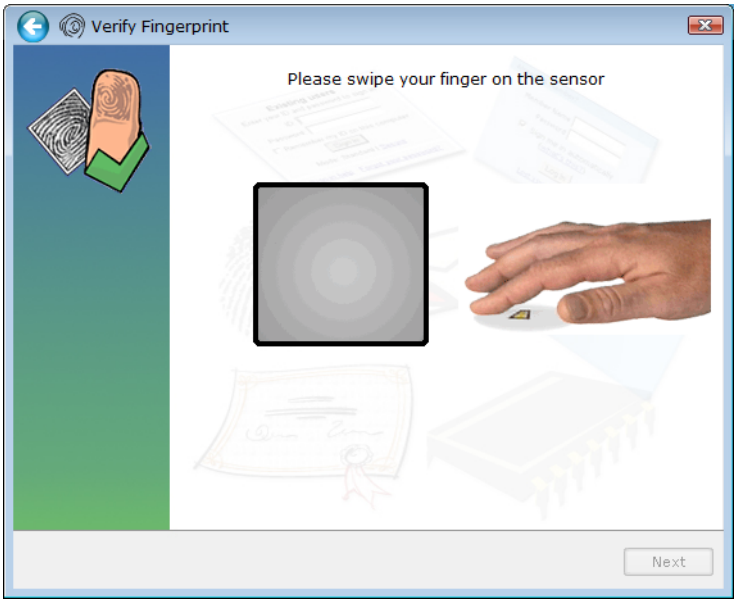
3. In the Choose Finger window, tap on the finger you want to enroll, then tap **Next** or **Practice**. Practice allows you to do a trial run of the fingerprint capture.



4. Place the selected finger over the fingerprint reader and slowly drag your finger across the sensor in a downward motion or in an upward motion.

   If the capture is successful, a green fingerprint image will appear in the capture area. If the capture is unsuccessful, follow the instructions on the screen to improve the scan.

   After you have successfully captured your fingerprint, scan your fingerprint one more time for verification.



5. Tap **Next**, then tap **Yes** if you want to enroll a second fingerprint (recommended). If you injure a finger, you can use a second finger to authenticate.

You can also capture a second fingerprint later. From the OmniPass Control Center, tap **Run User Management Wizard**, then tap **Modify a user's device enrollment**.

6. Select your user preferences and tap **Next**. On the Backup User Profile screen, tap **Backup Now**.
7. Select a location for your back up profile and tap **Save**. Enter a password and tap **OK**. On the final screen, tap **Done**.

   You should keep your backup profile in a secure location, such as on an external drive that you can remove and store in a secure environment.

   If your profile is lost or corrupted, you can restore it later. You should back up your profile periodically to protect your configuration and any stored passwords and encryption keys. For more information, see the OmniPass Help.

Fingerprint reader tips

- Be consistent. Hold your finger and scan at the same angle each time. For example, if you enroll your finger with your hand open, hold your hand this way each time you scan.
- The scanner is bi-directional. You can move your finger in an upward or downward motion across the sensor.
- Read the prompts carefully and ensure that you wait for the prompt before you swipe.
- Swiping too fast or too slow can make a capture unsuccessful. Change the swipe speed until you learn what speed works best.
- When scanning, press hard enough to fully contact the entire surface of the fingerprint reader; you do not have to press hard.
- Rub your fingers together to stimulate the natural skin oils so your fingerprint is easier to detect. Conversely, wipe your finger off so nothing interferes with the scan.
- If you are having trouble enrolling a specific finger, enroll a different finger. Typically, you should scan an index finger, thumb, middle finger, ring finger, and little finger in that order.
- If you are repeatedly having trouble getting a good scan, you may need to clean the sensor. See "Cleaning the fingerprint reader" on page 61.

Using password replacement

OmniPass can manage your passwords for other applications, such as Web sites, Internet email, FTP, or any restricted-access network resource. After OmniPass registers your credentials, you can access any of these restricted areas by using your fingerprint or the master password.

To register passwords

1. When you encounter a user name and password prompt, enter your user name and password, but do not log on. (Do not tap **Enter**, **Submit**, or **OK**.)
2. Right-click the OmniPass icon, and select **Remember Password**. The Windows arrow pointer changes to the OmniPass golden key.
3. Click the key cursor on the window that has the password that you want OmniPass to remember.

Note: For some applications, you may have to use the password wizard to register passwords. See "Using the password wizard" on page 50.

4. Enter the following information:
   - **Friendly Name.** A descriptive name to identify the password box.
   - **Automatically enter.** Instantly accesses the site without requiring a password or fingerprint scan. If you are logged in to OmniPass and you access a secure Web site, OmniPass will automatically submit your user name and password without prompting for verification.
   - **Automatically click.** Prompts you for your OmniPass/Windows password or fingerprint scan when you access the site (default).
5. Tap **Finish**.
6. If prompted, swipe your fingerprint or enter your master password to authenticate these settings.

Using the password wizard

Certain applications require more sophisticated user input for authentication. For these applications, you may need to use the password wizard to set up password replacement.

To run the password wizard

1. Start Motion OmniPass (page 47).
2. In the left pane, tap **Password Wizard**.
3. Follow the instructions in the wizard program.

Logging on to a remembered site

To log on to a remembered site, open the Web site or application that you have set up with password replacement. See "Using password replacement" on page 49. Swipe your finger or enter the master password when prompted.

To remove a remembered site, tap **Manage Passwords**.

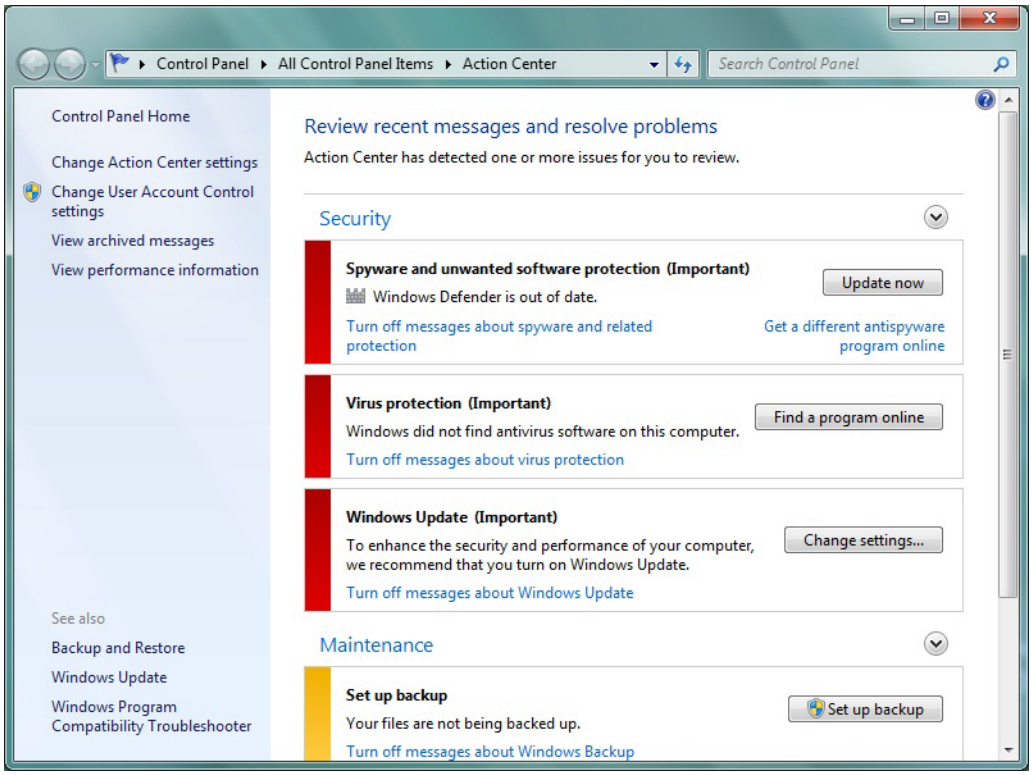
Configuring authentication rules

To configure authentication rules

1. Start Motion OmniPass (page 47).
2. Tap **Change Your User Settings**.
3. Tap **Set user authentication rules and policies**.
4. Select the appropriate authentication rules.
5. Tap **Save all settings**.

Using Windows Security Center

Windows Security Center provides a central location for you to manage your computer's security settings and learn more about improving security. If a problem is detected (such as an out-of-date antivirus application), the Security Center sends you an alert and provides recommendations for how to remedy the situation.



Windows Security Center manages the following:

- **Windows Firewall.** Protects your computer against viruses and other security threats, such as intruders who might try access over the Internet or a network.
- **Windows Updates.** Keeps your computer up to date by notifying you of important Windows updates. You can configure Automatic Updates to download and install updates automatically.
- **Malware protection**. Protects you from viruses, spyware, and other unwanted software.
- **Other security settings**. Manages Internet security settings and User Account Control to help protect your computer. Internet security settings apply to Internet Explorer, but not to other Web browsers.

To learn more about Windows Security Center, open Motion Dashboard to the Security panel, then tap **Windows Security Center**.

Setting up users and passwords

You can use different types of user accounts and passwords to create various levels of protection for your Tablet PC and its data, depending on the level of security that you need.

Setting up Windows user accounts

You can use Windows user accounts to help secure the files on your computer from other users. You must have an administrator account on the computer to add a new user to the computer.

To set up a Windows user account

1. In Control Panel, tap the **User Accounts and Family Safety** category.
2. Tap **Add or remove user accounts**.
3. Tap **Create a new account**.
4. Enter the appropriate information for the new user account and tap **Create Account**.

Setting a BIOS password

You can use a BIOS password to secure the basic input/output system of the computer.

WARNING: Read this section carefully to understand the implications of creating a BIOS system password. If you forget the password, you will not be able to access your Tablet PC. If this happens, contact Motion Computing Technical Support at www.motioncomputing.com/support. Have your serial number ready. You can find the serial number in one of the battery bays of the Tablet PC.

To set a BIOS password

1. Start the Tablet PC.
2. When the Motion Computing splash screen appears, press the Dashboard button ( ).

   When access is enabled, you will hear an alert sound. If you miss the splash screen, restart the computer and try again.
3. Quickly tap the screen with the pen to open the system setup menu. If you have a keyboard attached, you can also press the space bar to open the system setup menu.
4. Tap **Password Options**.
5. In the Password window, select **Change current password** and enter a password using the on-screen keyboard.
6. Select **Enable Password on boot**, if desired.

   A BIOS password requires the user to enter a password to open the BIOS. A password on boot requires the user to enter a password to start the computer.
7. Tap **OK**.

To clear the password, select **Change current password**, leave the password fields blank, then tap **OK**.

Setting up a hard disk drive (HDD) password

You can use a HDD password to protect the computer and the hard disk drive. The computer cannot be started without the HDD password, and the data on the disk drive cannot be accessed, even if it is removed and attached to a different computer.

To set up a hard disk drive password

1. Start the Tablet PC.
2. When the Motion Computing splash screen appears, press the Dashboard button ( ). When access is enabled, you will hear an alert sound. If you miss the splash screen, restart the computer and try again.
3. In the InsydeH$_2$0 Setup Utility, tap **Security** on the menu bar.
4. Tap **Enter** for **Set Hard Disk Password**.
5. To enter a password, tap the password dialog box and an on-screen keyboard will open.
6. Using the on-screen keyboard, enter the password and tap **Enter**. To confirm the password, enter the password again, and tap **Enter**.
7. Tap **Enter** to continue, tap **Exit**, then select **Exit Saving Changes**.

To clear the password, tap **Enter** for **Set Hard Disk Password**. Enter the current password, then tap **Enter** twice to leave the **Enter New Password** fields blank.

Using Wi-Fi (802.11a/g/n)

Use the information in this section to set up a Wi-Fi connection. Wireless access requires an 802.11a, 802.11g, or 802.11n access point. Internet access requires a working Internet connection.

DANGER: FAA regulations require that you disable any wireless connection when traveling by air. Failure to disable the wireless connection on the Tablet PC while traveling by air can cause communications problems with aircraft instruments.

Enabling or disabling Wi-Fi

Before you can establish a Wi-Fi connection, you must enable the Wi-Fi adapter. You can enable the Wi-Fi adapter using Motion Dashboard.

To enable or disable Wi-Fi

1. Open the Motion Dashboard to the Wireless panel (page 24).
2. Select or clear the **Enable 802.11 Internal Wireless** check box.

Setting up a Wi-Fi connection

Use this procedure to create a Wi-Fi connection.

To set up a Wi-Fi connection

1. Open the Motion Dashboard to the Wireless panel (page 24).
2. Ensure that **Enable Internal 802.11 Wireless** is selected.
3. Tap the **Properties** button.
4. In the Network Connections center, tap the wireless network connection.
5. Tap **Connect To**, then select a network.

   Note: If you are connecting to a secure network, you may need to enter authentication information.

For more information about Wi-Fi, see "Wi-Fi (802.11a/g/n wireless)" on page 17.

Using mobile broadband with GPS (optional)

Use the information in this section to enable Mobile Broadband and the GPS receiver. Mobile Broadband access requires an account with a Mobile Broadband network carrier. To use the GPS receiver, you do not need a network connection or an account with a mobile broadband network carrier. For more information, see "Mobile broadband with GPS (optional)" on page 18.

WARNING: FAA regulations require that you disable any wireless connection when traveling by air. Failure to disable the wireless connection on the Tablet PC while traveling by air can cause communications problems with aircraft instruments.

Enabling mobile broadband with GPS

Before you can establish a Mobile Broadband connection or use the GPS receiver, you must enable Mobile Broadband with GPS in Motion Dashboard.

Note: Wireless cards consume battery power. To reduce power consumption when running only on battery power and when Mobile Broadband is not being used, disable Mobile Broadband and GPS in the Motion Dashboard.

To enable Mobile Broadband with GPS

1. Open the Motion Dashboard to the Wireless panel (page 24).
2. Select the **Enable Mobile Broadband with GPS** check box.

Using the GPS receiver

The Gobi module includes a GPS receiver. The GPS receiver provides the current location, altitude, heading, and horizontal velocity of the Tablet PC through the Connection Manager user interface and through a virtual communications port. The virtual communications port outputs standard NMEA GPS information that can be used with most third-party GPS navigation applications, mapping applications, and other applications.

You can use the Connection Manager to start, stop, and manage the GPS receiver. See "Using Connection Manager" on page 55.

Note: To use the GPS receiver, you do not need a network connection or an account with a Mobile Broadband network carrier.

Using Connection Manager

You can use Motion Connection Manager and Gobi™ to get wireless, high-speed Internet access anywhere you want using a secure 3G Internet connection from a variety of carriers. Use Connection Manager to configure Gobi and connect to mobile broadband networks.

The Gobi module also includes a global positioning system (GPS) receiver. The GPS receiver can determine the current location, altitude, heading, and horizontal velocity of the Tablet PC.

To download and install the Connection Manager

1. Go to the Motion Computing Support web page at http://www.motioncomputing.com/support/WWANconmgr/gobi/
2. Follow the instructions on downloading and installing the Connection Manager.

To start the Connection Manager

- Tap **Start > All Programs > Motion Connection Manager > MotionCM**.

For more information, see the Connection Manager Help.

Using Bluetooth (optional)

You can use Bluetooth® to connect to accessory devices or other computers. The devices can communicate with each other when they are in range. For more information, see "Bluetooth wireless (optional)" on page 19.

Enabling or disabling Bluetooth

Before you can set up a Bluetooth device, you must enable the Bluetooth adapter on the Tablet PC. After you enable Bluetooth, the Bluetooth icon ( ) appears in the notification area. You can tap on this icon to get shortcuts to the Bluetooth Settings window, the Bluetooth File Transfer Wizard, and the Add New Connection Wizard.

To enable or disable Bluetooth

1. Open Motion Dashboard to the Wireless panel (page 24).
2. Select or clear **Enable Internal Bluetooth Wireless**.

After you enable Bluetooth, the Bluetooth adapter tries to discover other Bluetooth devices within range. When a Bluetooth device is discoverable, it is visible to other Bluetooth devices in range. For information about making a device discoverable, see the device's documentation.

Setting up a Bluetooth device

Before you can use a Bluetooth device with your Tablet PC, you need to set up the device. After you set up the device, it is paired with your Tablet PC, and uses a passkey to create a secure connection between the Tablet PC and the Bluetooth device.

Note: Although the passkey exchange helps to secure your data, Bluetooth wireless technology should not be considered completely secure.

To set up a Bluetooth connection

1. Ensure that Bluetooth is enabled.
2. Place the Bluetooth device in discoverable mode. Each Bluetooth device may have a different way to make it discoverable. See the manufacturer's documentation for more information.
3. In the Control Panel, tap **Hardware and Sound > Devices and Printers**, then tap **Add a device**.

   Note: If the device is not discovered, see "If the device is not discovered…" on page 56.
4. Select your Bluetooth device, then click **Next**.
5. Select a pairing option, then click **Next**.
6. Tap **Devices and Printers** to verify the device has been added or click **Close** to close the window.

If the device is not discovered…

If the Bluetooth device is not detected after multiple attempts, try the following:

- Ensure that Bluetooth is enabled (page 56).
- Ensure that the device you are adding is discoverable. See the manufacturer's documentation for more information.
- Ensure that the Bluetooth device has good batteries.

- For Tablet PCs transferring files, both computers must turn on the device transfer wizard, although only the receiving Tablet PC needs to be discoverable. Tap the Bluetooth icon and then **Send a file** or **Receive a file**. When you do this, discovery is automatically turned on for the receiving device.
- Check which Bluetooth devices are connected. Tap the Bluetooth Devices icon and select **Show Bluetooth Devices**. On the Devices window, you can see Bluetooth devices that are currently connected.

If the Tablet PC still cannot detect the Bluetooth device, contact the device manufacturer for assistance.

Bluetooth wireless tips

Motion Computing and its Bluetooth partners have worked to ensure a positive experience with this technology, and to ensure Bluetooth interoperability. In doing so, we have found the following issues:

- If you are running Bluetooth and Wi-Fi at the same time, interference can affect the Bluetooth performance. This is most noticeable when you try to transfer large amounts of data, such as file transfers or printing large documents. This may also be noticeable when you try to transfer large or small amounts of data may if several Bluetooth devices are operating simultaneously in an office.
- Bluetooth audio has not been fully developed for speech recognition. Therefore, for speech recognition, we recommend that you not use a Bluetooth wireless headset. Moreover, Motion Speak Anywhere can record clear audio, dictate notes, and use voice commands without a microphone headset.
- Some Bluetooth devices will disconnect when they go into power-saving mode. Most devices will automatically reconnect when they become active again.
- If you attempt to install other wireless headset or other audio drivers (such as Bluetooth or USB) over the Tablet PC audio drivers, a malfunction of the Tablet PC audio system may occur because the drivers may not be compatible.
- Occasionally, some Bluetooth device compatibility issues can occur. If you are having problems with interoperability of Bluetooth devices, contact the manufacturer of your Bluetooth device and check its compatibility with the Bluetooth software installed on your Tablet PC.

Finding additional software

For information about other tablet-oriented software, go to the Motion Computing software page at www.motioncomputing.com/products/software_motion_J34.asp.

You will find links to software solutions for purchase as well as free downloads from Motion software and service partners.

Care and Maintenance 4

Proper care and maintenance will keep your Tablet PC working and in good condition for a long time. For general information about care of the Tablet PC and its components and accessories, see the Safety and Regulatory Guide included with your Tablet PC.

This chapter describes the care and maintenance procedures for your Tablet PC.

WARNING: Follow the guidelines listed below when caring for your Tablet PC and its components. Improper use may damage the Tablet PC and its components and void the warranty.

General care

- Protect the Tablet PC from exposure to extreme temperatures, shock, liquids, and strong magnetic fields.
- If you are storing the Tablet PC for a long time, unplug the power adapter and remove the battery after partially discharging it.
- Do not place heavy objects on top of the Tablet PC.
- Do not open the Tablet PC case or you will void the warranty.

Standard display

- Clean fingerprints and most marks from the display surface by wiping it with the soft cloth (provided). Never spray or pour liquids directly onto the display surface itself. Never use an abrasive cleaner on the display. If liquid is spilled on the display, wipe it up immediately.
- If needed, spray a soft cloth (not directly on the display) with a window-type cleaner and wipe the display.
- Avoid using tissues or paper towels to clean the display surface. These contain wood fibers that can scratch the display.
- Use only the tablet pen on the display. Do not write on the display with an ink pen or pencil, or any other object that could damage the display surface.
- Protect the display surface from unnecessary contact by using a case when transporting the Tablet PC.
- Avoid exposing the display to direct sunlight for long periods of time.

View Anywhere display (optional)

- Clean fingerprints and most marks from the display surface by wiping it with the soft cloth (provided). Never spray or pour liquids directly onto the display surface itself. Never use an abrasive cleaner on the display. If liquid is spilled on the display, wipe it up immediately.
- If needed, clean with any alcohol-based product recommended for anti-reflective glass. Other cleaning products might leave a residue.
- Avoid using tissues or paper towels to clean the display surface. These contain wood fibers that can scratch the display.
- Use only the tablet pen on the display. Do not write on the display with an ink pen or pencil, or any other object that could damage the display.
- Protect the display surface from unnecessary contact by using a case when transporting the Tablet PC.
- Avoid exposing the display to direct sunlight for long periods of time.

Cleaning solutions

Motion Computing maintains a list of tested cleaning solutions and chemical disinfectants on the Motion Computing web site at
www.motioncomputing.com/choose/spec_clean_j3500.htm

WARNING: Do not use any corrosive or abrasive cleaners to clean or disinfect the Tablet PC.

If you are unsure whether a cleaner or disinfectant will harm the Tablet PC, contact Motion Computing support.

Cleaning the fingerprint reader

Under normal circumstances, you should clean the fingerprint reader once a month, or whenever necessary.

To clean the fingerprint reader

1. Shut down the Tablet PC, unplug it, and remove the battery.
2. Lightly spray a cotton swab with household window cleaner.
3. Gently rub the sensor surface with the cotton swab, slowly rotating the swab so a new, clean surface of the swab is constantly exposed to the sensor surface. Do not allow cleaner to drip or run down into the electronics around the sensor.

   Do not use bleach, solvents, or abrasives. Do not spray or pour any liquid directly on the sensor.
4. After cleaning, gently rub the surfaces again with a clean, dry cotton swab. Use a clean swab each time you clean the sensor.

Pen

- Store the pen in the pen bay or in a case when not in use.
- Do not store the pen vertically on the tip. Constant pressure on the tip can affect the pen-to-digitizer interaction.
- Change the pen tip regularly. See “Replacing pen tips” on page 61.
- Do not immerse the pen in liquid. It contains electronic components that could be damaged.
- In certain environments, particles or debris can stick to the pen tip or the Tablet PC display. To avoid damaging the display, clean it frequently with the provided cleaning cloth. Also, change pen tips regularly, especially if you drop the pen onto a rough surface that could damage the tip or embed debris in it. Damaged pen tips can scratch the display.

Replacing pen tips

Pen tips eventually wear down or get damaged, so the pen includes extra tips and a tool for replacing them. With typical use, you should change the pen tip every 90 days. If you use the pen in a dirty environment, you should change the pen tip every 30 days. Particles can become embedded in the pen tip and scratch the display.

To replace the pen tip

1. Grasp the old tip with the tip replacement tool. Use the notch on the ring to grab the tip.
2. Pull the old tip out of the pen.
3. Insert a new tip, placing the flat end of the pen tip in first.
4. Apply slight pressure to push the pen tip into place.

Ordering new pens

To order pens, go to the Motion Computing accessories page at https://store.motioncomputing.com/.

Traveling with your Tablet PC

Use the following tips when you travel with your Tablet PC:

- Remove all accessories and cables. Remember to pack those you will need while traveling, including at least one pen.
- Put the Tablet PC into a portfolio or other case to protect the display.
- Protect the pen by keeping it in the pen bay or in a case during travel.
- Pack the Tablet PC securely in a briefcase or hand-carried luggage, and keep it separate from toiletries, liquids, and food. Do not pack it in checked luggage.
- Keep the Tablet PC stable during travel. Secure it to prevent it from sliding around in overhead bins and car trunks.
- Before extended use in the field or long trips away from AC power, adjust the power properties to maximize battery conservation. You can adjust the power properties from Motion Dashboard. See “Using power plans” on page 39.
- For international travel, obtain and use the appropriate adapters for your destination’s electrical outlets. A current converter is not necessary.
- You may want to carry proof of ownership or a merchandise passport when traveling internationally.
- Consult your insurance company and credit card company to learn about emergency travel assistance in case your Tablet PC becomes lost or disabled.

Traveling by air

Use the following tips when traveling by air.

- Have a fully charged battery in case security personnel ask you to start the Tablet PC.
- Have it hand-inspected or sent through the X-ray scanner, but never carry it through the metal detector.
- Turn off the Tablet PC off or place it in hibernation mode for takeoff and landing.

FAA Wireless air travel requirement

The FAA requires that you suspend wireless operations, such as Wi-Fi and Bluetooth, before boarding a plane. You can disable all wireless by opening the Dashboard to the **Wireless** tab, and under **802.11 Wi-Fi**, uncheck the **Enable 802.11 Internal Wireless**.

To disable external wireless, remove any wireless PC cards. Failure to suspend wireless operations while traveling by air can cause problems with aircraft instruments.

DANGER: Do not transport Li-ion batteries in checked baggage. The baggage hold can get very hot, which can overheat the Li-ion battery and result in an explosion. You can take up to two spare batteries in carry-on luggage, in addition to the one in your Tablet PC. Transporting batteries in checked baggage or transporting more than two spare batteries is a violation of federal transportation regulations.

Creating a backup archive

If you want to roll back your computer to a predetermined state, you can create a backup archive.

To create a complete PC backup archive

1. From the Control Panel, tap the **System and Security** category, then tap **Backup and Restore**.
2. Tap **Create a system image** in the left navigation bar, then follow the instructions.

Note: You will need an external USB hard disk drive or DVD drive attached to store the backup copy.

To back up individual files

1. From the Control Panel, tap **System and Security** category, then tap **Backup and Restore**.
2. Tap **Set up back up**.
3. Follow the instructions to back up selected files to protect against loss or accidental deletion.

Restoring data

If you experience a problem, you can use the Windows Recovery Environment to repair your Windows 7 files, or you can restore your computer to the state it was in when it left the factory. If a serious problem occurs and Windows 7 will not start, the Windows Recovery Environment Repair will automatically start. Additionally, you can create your own backup data archives and restore those later. For more information, see “Creating a backup archive” on page 63.

Using Windows Recovery Environment

To use the Windows Recovery Environment, attach a keyboard to the Tablet PC.

To repair Windows 7 files

1. Start or restart the computer.
2. After the initial BIOS screen, press and hold the **F8** key.
3. On the **Advanced Boot Options** screen, select **Repair your computer** and press **Enter**.
4. Select a keyboard layout and click **Next**.
5. Select a user name and enter the password, and then click **OK**.
6. On the **System Recovery Options** menu, click **Startup Repair**.

To restore from your complete PC backup archive

1. Start or restart the computer.
2. After the initial BIOS screen, press and hold the **F8** key.
3. On the **Advanced Boot Options** screen, select **Repair your computer** and press the **Enter** key.
4. Select a keyboard layout and click **Next**.
5. Select a user name and enter the password, and then click **OK**.
6. Attach the USB hard disk drive or DVD drive that you used to store your complete PC backup archive.
7. On the **System Recovery Options** menu, click **System Image Recovery**.
8. Follow the instructions in the **Re-image your computer** dialog.

To restore the original factory image

1. Start or restart the computer.
2. After the initial BIOS screen, press and hold the **F8** key.
3. On the **Advanced Boot Options** screen, select **Repair your computer** and press the **Enter** key.
4. Select a keyboard layout and click **Next**.
5. Select a user name and enter the password, and then click **OK**.
6. On the **System Recovery Options** menu, click **Reinstall Windows**.
7. Click Yes to reinstall Windows.

   Your current data will be saved in a Windows.old directory.

Using Windows 7 to restore individual files

If you have set up Windows backup, you can use it to restore data that you archived. You can restore individual files, multiple files, or all files in a backup archive.

To restore backup files

1. Open Windows Control Panel.
2. In the **System and Security** category, tap **Backup and Restore**.
3. Tap **Restore Files**.
4. Follow the instructions to restore individual files and folders that have been accidentally deleted or damaged.

Troubleshooting and Support

A

Motion Computing Tablet PCs are thoroughly tested for performance and quality, but occasionally problems still occur. If you do not find the information you are looking for in this section, go to the Motion Computing support page at www.motioncomputing.com/support.

Troubleshooting

Use the information in this section to identify and resolve common issues. If an issue has more than one potential cause, the most common cause is listed first.

Power

The computer does not turn on

- The power button might not be fully pressed. Press and hold the power button for at least a half-second, but no more than three seconds.
- The Tablet PC might not be plugged in or battery might be depleted. Plug the Tablet PC in to AC power.

The computer does not shut down

- An application might have stopped responding. Use Task Manager to manually stop the application. (Press the Windows Security button and tap **Start Task Manager**.) For more information, open Windows Help and Support and search for "task manager". You can also press and hold the power button for five seconds to force the computer to shut down.

The computer will not enter Hibernation mode

- Hibernation might not be enabled. Use Motion Dashboard to enable Hibernation. See "Using Hibernate" on page 41.

The computer does not return from Hibernation while on battery power

- The battery might be depleted. Plug the computer in to AC power.

The display goes black while the Tablet PC is still turned on

- The computer might have turned off the display to save power. To restore the display, touch the screen with the pen or press a button.
- The computer might have gone into Sleep mode. In Sleep mode, the power status light flashes blue. Press and hold the power button for about one second.
- The computer might have gone into low-battery Hibernation mode. In Hibernation mode, the power status light is off. Plug the computer in to AC power, then press and hold the power button for about one second.

Battery

The battery does not last very long (less than three hours)

- Hot or cold conditions can adversely affect the battery charge. Use AC power if you are operating the computer in these conditions.
- Accessory devices such as a DVD player and applications that make heavy use of the hard drive can drain the battery more quickly. Remove the accessory devices or use AC power if possible.
- The battery may be weakening. Use a different battery if possible. To order a new battery, go to www.motioncomputing.com/accessories.

I lost data while swapping batteries

- You can swap batteries only if:
  - The Tablet PC is running on AC power while you swap the battery.
  - You have a second battery to place in the second battery bay *before* removing the battery in the first battery bay.

  For information about swapping batteries, see “Hot-swapping the battery” on page 45.

Display

The desktop area is larger than the Tablet PC display

- If the display resolution is set higher than the display can support, the desktop area scrolls as you move around. Decrease the display resolution so that the entire desktop is visible. For more information, open Windows Help and Support and search for “change resolution”.

When I disconnect an external monitor, the desktop area is larger than the Tablet PC display

- The computer may have expanded the desktop beyond the display area of the Tablet PC display. Use Motion Dashboard to set the Tablet PC as the active display. For more information, see “Setting up an external display” on page 35.

  1. Open Motion Dashboard to the Display panel (page 24).
  2. Tap the **Display Settings** button.
  3. Select **Notebook** to make the Tablet PC the primary display.

The display is too dim

- The brightness may be set too low. Use Motion Dashboard to increase the brightness. See "Adjusting the display brightness" on page 34.

The display is unreadable or distorted

- The screen resolution and color quality may be set incorrectly. Use Windows Display Properties to reset the display settings.

  1. In Control Panel, tap the **Hardware and Sound** category, then tap **Display**.
  2. Choose **Smaller** or **Medium** to change the text size.

- The display driver may have been removed or become corrupted. Use Windows Device Manager to reinstall the driver.

  1. In Control Panel, tap the **System and Security** category, then tap **System**.
  2. Tap **Device Manager** in the left navigation field.
  3. Expand **Display adapters**.
  4. Select the adapter and select **Action** > **Update Driver Software**.
  5. Follow the instructions in the setup program.

Input

The Tablet PC does not respond to the pen I am using

- You may be using an improper input device. Only Motion pens can be used to write on the Tablet PC display. The Tablet PC does not respond to other pens or to a plastic stylus.
- You may be using the wrong pen. Occasionally, a particular pen may not work with a particular Tablet PC. If you are in an environment with multiple Tablet PCs and pens, try using a different pen. You can also tether the pen to the Tablet PC to ensure that a pen stays with its Tablet PC.

The pointer on the screen does not align with the tablet pen

- The digitizer may need to be calibrated. See "Calibrate the digitizer" on page 7.

When I write, I inadvertently click the function button on the pen

- Try adjusting how you hold the pen. Avoid resting your finger on the function button. You can also disable the button. See "Configuring pen options" on page 27.

The pen function button does not work

- The pen function button may not be enabled.
  - You can use the Pen and Input Devices window to enable the button. Open Help and Support and search for "Pen and Input Devices ".
- You may not be pressing the button early enough. Try pressing the pen function button before you touch the pen to the display surface.

The eraser does not work

- The eraser may not be enabled. You can use the Pen and Input Devices window to enable the eraser. Open Help and Support and search for "Pen and Input Devices ". The eraser works on ink only, not text.

The buttons on the Tablet PC do not do what I expect them to do

- The button functions may have been customized. You can use the Tablet and Pen Settings window to change the buttons to the desired functions. See "Configuring front panel buttons" on page 29.

Ports and connectors

The system does not recognize the Express card I inserted

- The card might be inserted improperly. Eject the card and re-insert it. Ensure the label side is up. See "Express card slot (optional)" on page 17.
- The device may not have been tested for Windows compatibility. For a list of tested products, go to the Windows Marketplace Tested Products page at winqual.microsoft.com/hcl.

The system does not recognize a USB device

- Windows may take a short time to recognize a USB device. Wait a few moments to see if Windows recognizes the device.
- The device may not be connected properly. Check the connection and ensure it is inserted properly into a USB port. You can also try a different port.
- The correct driver might not be included with Windows. Check the manufacturer's Web site for a current driver, or use the installation CD that came with the device.

The Tablet PC is in the FlexDock, but the system does not recognize any accessory devices, such as the external disk drive or monitor

- The Tablet PC may not be fully seated in the dock. Remove the Tablet PC from the dock and then replace it.

Network

The wireless adapter keeps connecting even when I do not want it to

- The wireless adapter is enabled. You can use Motion Dashboard to disable the wireless adapter. See "Enabling or disabling Wi-Fi" on page 53.

I cannot connect to a network using the Ethernet adapter

- The Ethernet cable may not be connected properly. Remove and reconnect the Ethernet cable or replace the cable.

Audio

No sound is coming from the built-in speakers

- Ensure that nothing is connected to the audio out port. Connecting headphones or external speakers disables the built-in speakers. Disconnect the headset or external speakers if not in use.

No sound is coming from any speakers

- The volume may be set too low or muted. You can use Motion Dashboard to increase the volume or turn mute off.
- The integrated audio components may have been overwritten. If you install a third-party audio device (such as a USB or Bluetooth device), the integrated audio may stop working. If this happens, reinstall the audio drivers. After you install these, if you still have problems recording, contact Motion Computing Technical Support.

System

I forgot my BIOS password and cannot access my computer

- You can enter several incorrect passwords before the BIOS temporarily locks the system. You can try again by restarting the system. If you still cannot log on, contact Motion Computing Technical Support at www.motioncomputing.com/support.

An application has stopped responding, but I can still move the pointer and use other applications

- The application may have stopped responding. Use Task Manager to manually stop the application. (Press the Windows Security button and tap **Start Task Manager**.) See Windows Help and Support for more information.

The computer seems to be operating more slowly than usual

- The hard disk drive may be full or nearly full. You can use Disk Cleanup to free up space on your hard drive. For more information, open Windows Help and Support and search for “disk cleanup”.
- The hard disk may need to be defragmented. You can use Disk Defragmenter to consolidate files and folders on the hard drive. For more information, open Windows Help and Support and search for “disk defragmenter”.
- Reboot

Touch

The Tablet PC does not respond when I tap or touch with my finger

- Try using more area of your fingertip to tap and touch.

Frequently asked questions

How can I make the battery charge last longer?

- For maximum conservation, you can use the **Power saver** power plan. See "Selecting a power plan" on page 39.
- Use the Dynamic brightness display setting. This automatically controls the display brightness to conserve power. See "Adjusting the display brightness" on page 34.
- Set the display brightness to the dimmest level you are comfortable with. See "Adjusting the display brightness" on page 34.
- Disconnect any Ethernet connections that are not being used. Disable the wireless adapter and Bluetooth adapter if you are not using them. Disconnect unnecessary USB devices.
- Stop unnecessary background applications and processes.

What do I need to use the Tablet PC in another country?

- You will need a travel plug adapter. You can find these in airports and travel stores. You do not need to buy a voltage converter; the Motion AC adapter will automatically adjust to different voltages.

How do I clean the View Anywhere display screen?

- To clean the View Anywhere display screen, wipe it with a soft cloth (like the one supplied). If needed, clean with any alcohol-based product recommended for use on anti-reflective glass. Other cleaning products may leave a residue. Do not spray cleaners, spray/pour any liquid, nor wipe any abrasive cleaner on the screen nor any surface of the Tablet PC. Do not use tissues or paper towels to clean the screen. They contain wood fibers and may scratch the surface.

How do I clean the standard display screen?

- To clean the acrylic display screen, wipe it with a soft cloth (like the one supplied) onto which you have sprayed a window-type cleaner. Do not spray cleaners, spray/pour any liquid, nor wipe any abrasive cleaner on the screen nor any surface of the Tablet PC. Do not use tissues or paper towels to clean the screen. They contain wood fibers and may scratch the surface.

Will scratches affect the performance of the display or digitizer?

- Our testing has not found appreciable loss of performance on a scratched display.

How sensitive is the screen to various elements?

- As with any computer or electronic device, you should protect the Tablet PC from liquids, dirt and sand, other contaminants, and extreme heat.

Will any monitor, USB device, keyboard, or mouse work with the Tablet PC?

- If the device has a driver for Windows, it will work with the Tablet PC. For a list of products that have been tested for Windows, go to the Windows Marketplace Tested Products page at winqual.microsoft.com/hcl.

Why is the Tablet PC lacking parallel, serial, and PS2 (mouse) ports?

- Microsoft Tablet PC certification requires the system to be completely Grab-and-Go—that is, to be able to dock with and undock from all accessories without putting the

system into suspend or shutting it down. Connecting through legacy ports such as serial, parallel, and PS2 often requires suspending or restarting the system, which prevents you from moving between desktop mode and mobile mode seamlessly in one docking/undocking step.

How do I adjust the Tablet PC for left-handed use?

- Open the Tablet PC Settings window. You can select left- or right-handed and change the location of the menus. You should calibrate the Tablet PC screen if you change any pen options (page 7).

Specifications

You can use System Information to find out more about your hardware and software environment. From the Start menu, choose **All Programs** > **Accessories** > **System Tools** > **System Information**.

You can find the specifications for other Motion Computing products at www.motioncomputing.com/products.

Warranty and insurance programs

Motion Computing currently provides limited warranties on Motion products and accessories. See the Warranty packaged with your Motion product or accessory or visit our Web site at www.motioncomputing.com.

In addition, Motion Computing offers extended warranties along with various screen and configuration insurance programs. Go to the Motion Computing Support and Services page at www.motioncomputing.com/support.

Service and support

If you need help with your Motion Computing J3500 Tablet PC, go to the Motion Computing Support and Services page at www.motioncomputing.com/support.

This page will provide you links to all the information you need about Motion products, technical support, customer services and professional services.

Index

Numerics

10/100/1000 Base-T Ethernet
- about 16
- using 31

802.11a/g/n
- about 17
- enabling 53
- setting up 54
- using 53

A

AC adapter
- about 19

adjusting display brightness 34
air vent 4, 5
ambient light sensor 2, 15
audio in port 5
audio out port 5
Automatic Updates 51

B

backup procedure 64
battery 3
- about 19
- charging 43
- checking status 41
- gauge 42
- notification area status 42
- swapping 45
- tips 43
- using 41

battery gauge button 3
battery power indicator lights 3
battery release switch 3
battery status light 4
BIOS
- setting a password 52

Bluetooth
- about 19
- discovery 56
- enabling 56
- setting up 56
- tips 57
- using 55

bookmarks, using 1
buttons
- about 11
- configuring 29
- functions 11, 31

C

calibrating for touch 7
calibrating the digitizer 7
calibrating the pen 7
camera 2, 11
- lens 3
- light 3

capturing a fingerprint 47
card slots cover 4
care and maintenance
- display 60
- fingerprint reader 61
- general care 59
- pen 61
- repair and recovery 64
- replacement pens 62
- replacing pen tips 61
- screen 60
- tablet pen 61
- View Anywhere display 60

character pad 26
charging the battery 43
checking battery gauge 42
checking battery status 41
configuring
- front panel buttons 29
- pen options 27
- touch 28

connecting
- external speakers 37
- headphones 37
- microphone 37

Connection Manager 55
cord 19
Ctrl+Alt+Del 4
customizing buttons 29

D

Dashboard
- starting 24
- using 24

Dashboard button
about 2, 11
configuring 29
dictation mode 37
digitizer pen
about 10, 25
calibrating 7
directional pad 2, 11
disabling
the eraser 27
the pen button 27
touch 28
display
about 14
brightness 34
dynamic brightness 34
extended 36
features 14
fixed brightness 34
mirrored 36
rotating 35
using 34
disposing of used batteries 45
docking connector 16
docking port 5, 16
document, about 1
dynamic brightness 34

E

enabling
802.11a/g/n 53
Bluetooth 56
eraser 27
pen button 27
touch 28
Wi-Fi 53
eraser
about 25
enabling 27
Esc button
about 2, 11
configuring 29
Ethernet
connections 6
port 16
using 31
Ethernet port 5
Express card
about 17, 34
using 17, 34
Express card slot 4, 17, 34
extended display 36
external display
connecting 16
using 35

F

FAA wireless air travel requirement 62
features overview 9
finding additional tablet PC software 57
fingerprint reader 4
about 13
setting up 47
tips 49
five-way directional controller 2, 11
fixed brightness 34
FlexDock
connector 3
flicks 27
frequently asked questions 72
front panel buttons
about 11
configuring 29
Function button
configuring 29

G

getting started 6
Gigabit Ethernet 16
GPS receiver 9, 18, 55

H

handwriting recognition
about 25
using 26
hardware overview 2, 9
HDD password, setting up 53
headphones port 5, 15
headphones, connecting 37
Hibernate
about 41
using 41

I

Input Panel
using 26
insurance 73
integrated microphones 14, 36
integrated speakers 14

Internet Options 51

K

keyboard 26

L

landscape mode 35
LCD
    about 14
    care and cleaning 60
    View Anywhere 14
Li-ion battery 19
liquid crystal display *See* LCD
Lithium-ion battery *See* Li-ion battery
logging on to a remembered site 50

M

maintenance
    backup 64
    recovery 64
maintenance procedures 59
memory card slot 17, 34
microphone port 5, 15
microphones
    about 14
    built-in 2
    external 37
    using 36
mini-plug 19
mirror display 36
Mobile Broadband 9, 18, 54
    using 54
monitor only display 36
monitor port 16
Motion Dashboard
    using 24
Motion Dashboard button 11
Motion QuickNav 2, 11

N

network connections 6
network port 16
network profiles 55
    definition 55
networking
    Bluetooth 19
    wireless 17

O

OmniPass
    about 13, 47
    starting 47
on-screen keyboard 26
ordering replacement pens 62
overview
    hardware 9
    ports and connectors 2

P

password replacement
    about 49
    using 50
pen 4
    about 10, 25
    actions 10, 25
    calibrating 7
    care and maintenance 61
    configuring options 27
    storing 26
    tether 26
Pen and Button Options 27, 29
pen tether 4
plug 19
port covers 5
portrait mode 35
power adapter
    about 19
    port 5
power button 4
power cord
    about 19

Q

QuickNav 2, 11

R

recovery procedure 64
removing the battery 44
removing the SIM 46
replacing pen tips 61
replacing the battery 44
replacing the SIM 46
right-clicking 10, 25
RJ-45 jack 16
Rotate button
    configuring 29
rotating the display 35
running the repair and recovery

procedure 64

S

Secure Attention Sequence
about 4
security
features 13
using 13
security slot 5, 16
service 73
setting up
802.11a/g/n 54
a BIOS password 52
an HDD password 53
Bluetooth 56
the fingerprint reader 47
the tablet PC 6
users and passwords 52
Wi-Fi 54
Windows user accounts 52
shoulder strap attache point 5
shoulder strap connection 4
SIM
removing and replacing 46
SIM slot 17
Sleep 40
about 40
using 40
smart card 16
smart card reader slot 16
smart card slot 4
speakers 2, 14
speakers, external 37
specifications 73
speech recognition
about 37
setting up 37, 38
Sticky Notes 11
support 73
swapping batteries 45

T

tablet only display 36
Tablet PC Input Panel
using 26
touch 10, 27
calibrating 7
disabling 28
enabling 28
touch gestures 27
touch mode 28
touch pointer 28
TPM 13
traveling with your tablet PC 62
troubleshooting
audio 70
battery 68
display 68
input 69
network 70
ports and connectors 70
power 67
system 71
Trusted Platform Module 13
turning on the tablet PC 6

U

universal serial bus *See* USB
USB
about 15
using 31
USB 2.0 ports 5
using
802.11a/g/n 53
battery 41
Bluetooth 55
Ethernet 31
Express cards 17, 34
external display 35
handwriting recognition 26
Hibernate 41
Input Panel 26
microphones 36
Mobile Broadband 54
OmniPass 47
power plans 39
security 13
Sleep 40
speech recognition 37
this document 1
USB 31
Wi-Fi 53

V

VGA port 16
Video (VGA) port 5
View Anywhere display 14
voice commands 37

W

warranty 73
Wi-Fi
  about 17
  enabling 53
  setting up 54
  using 53
Windows Firewall 51
Windows Security button 4
Windows Security Center
  about 51
  using 51
wireless
  802.11a/g/n 17
  Bluetooth 19
wireless networking 17, 19
writing pad 26